



Request for Proposal for Engagement of a Technical Support Unit (TSU) and Establishment of a Dedicated Road Safety Project Management Unit (PMU) for the Office of the Transport Commissioner, Odisha

RFP No.: 17793/TC, Date: 07/10/2026

E.M.D: Rs 20,00,000/- (Rupees Twenty Lakh Only)

Tender Fee: Non-refundable Rs. 11,800/- {Rs.10,000/- + 18% GST (Rs. 1,800/-)}

Tender Inviting Authority

**Office of the Transport Commissioner, Odisha,
6th Floor, Rajaswa Bhawan, Chandini Chowk, Kataka,
Odisha. Pin: 753002,
Email ID: roadsafety-od@gov.in
Phone: 0671-2507042**

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 the Transport Commissioner, Odisha, hereinafter called "Authority" or any of its employees 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 the Transport Commissioner, Odisha 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 technical and financial offers pursuant to this RFP (the "Bid"). This RFP includes statements, which reflect various assumptions and assessments arrived at by the Transport Commissioner, Odisha 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 the Transport Commissioner, Odisha, or its employees to consider the technical capabilities, investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements, and information contained in this RFP, 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 depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. Transport Commissioner, Odisha accepts no responsibility for the accuracy or otherwise of any interpretation or opinion on law expressed herein.

Transport Commissioner, Odisha or its employees make no representation or warranty and shall have no liability to any person, including any 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 in this Bid Stage.

Transport Commissioner, Odisha also accepts no liability of any nature whether resulting from negligence or otherwise whatsoever arising from reliance of any Bidder upon the statements contained in this RFP.

Transport Commissioner, Odisha 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 the Transport Commissioner, Odisha is bound to select a bidder or to appoint the selected bidder or operator for the Project and Transport

Commissioner, Odisha reserves the right to reject all or any of the bidders or bids without assigning any reason whatsoever.

Transport Commissioner, Odisha reserves all the rights to cancel, terminate, change, or modify this procurement process and/or requirements of bidding stated in the RFP, at any time without assigning any reason or providing any notice and without accepting any liability for the same.

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 Transport Commissioner, Odisha or any other costs incurred in connection with or relating to its bid. All such costs and expenses will remain with the bidder and Transport Commissioner, Odisha 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.

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A. Basic Definition

#	Terms	Definition
1.	Authorized Representative	Authorized Representative shall mean any person/agency authorized by either of the parties
2.	Bidder	Bidder means any firm offering the solution(s), service(s) and/ or materials asked for in the RFP. The word Bidder, when used in the pre-award period shall be synonymous with Bidder, and when used after intimation of successful bidder shall mean the successful bidder, also called 'Agency', with whom STA, Odisha signs the Contract.
3.	Bid /proposal	Proposals mean proposals submitted by Bidder(s) in response to the RFP issued by Transport Commissioner, Odisha for Engagement of Consulting Firms/Agency.
4.	Business Day	This means any day that is not a Sunday or a public holiday (as declared by the Government of Odisha).
5.	Confidential information	All information (whether in written, oral, electronic or other format) which relates to the technical, financial and business affairs, dealers, suppliers, products, developments, operations, processes, data, trade secrets, design rights, know-how, plans, budgets and personnel of each stakeholder and its affiliates which is disclosed to or otherwise learned by the other Party in the course of or in connection with this Agreement (including without limitation such information received during negotiations, location visits and meetings in connection with this Agreement);
6.	Contract Agreement	Contract Agreement means the Agreement to be signed by the Successful Bidder and the Transport Commissioner, Odisha.
7.	Consultants	Consultants mean competent personnel of eligible firms/ organizations, who will be providing the consultancy services to the office of the Transport Commissioner, Odisha.
8.	Deliverables	Products, infrastructure, and services agreed to be delivered by the bidder in pursuance of the agreement as defined more elaborately in this RFP
9.	Documentary evidence	Documentary evidence means any matter expressed or described upon any substance by means of letters, figures or marks intended to be used for the recording of that matter and produced before a court.
10.	Gol	Gol shall mean Government of India
11.	Govt./GoO/Govt. of Odisha	Shall mean Government of Odisha.

#	Terms	Definition
12.	Law	Law shall mean any Act, notification, by law, rules and regulations, directive, ordinance, order or instruction having the force of law enacted or issued by the Government of India or Government of Odisha or regulatory authority or political sub-division of government agency.
13.	Net-worth	Paid-up share capital + Reserves and surpluses (excluding Revaluation Reserves) – Preliminary and pre-operative expenditure, accumulated losses and miscellaneous expenditure to the extent not written off, as per the annual report and as adjusted with any qualifications in the auditors' report.
14.	Party	Party means STA, Odisha or Bidder, individually and "Parties" shall mean STA, Odisha and Bidder collectively.
15.	Personnel or Resource	Personnel or Resources means professional and support staff to be provided by the Engaged Agency to perform services to execute an assignment and any part thereof.
16.	Reasonable Detail	Reasonable Detail means that, but for minor deviations, the information can be reviewed and evaluated by STA, Odisha without communication with the Bidder. STA, Odisha reserves the right to determine whether the information has been provided in reasonable detail.
17.	RFP	Request for Proposal for Engagement of a Technical Support Unit (TSU) and Establishment of a Dedicated Road Safety Project Management Unit (PMU) for the State Transport Authority, Odisha.
18.	SLA	The level of service and other performance criteria which will apply to the Services delivered by the bidder
19.	TSU	Technical Support Unit
20.	PMU	Project Management Unit
21.	Turnover	The total amount of gross receipts, on account of sales done by the entity in the normal course of business, as per the annual report and as adjusted with any qualifications in the auditors' report
22.	Applicable law	Laws and any other instruments / subordinate legislation having the force of law having been published in India. For the avoidance of doubt, Applicable Law shall include any applicable statute, ordinance, decree, regulation, or by-law or any rule, circular, directive or any licenses, consent, permit, authorization, concession, or other approval issued by any authority which has appropriate jurisdiction.

#	Terms	Definition
23.	Change of Law	Any change in the Applicable Law; or any applicable judgment of a relevant court of law which changes the interpretation of the Applicable Law and is a binding precedent which directly and adversely affects the Successful Bidder's performance / obligations under the Contract in a material way, coming into effect after the date of this Contract entered by the Successful Bidder or after the bid submission date.
24.	Joint Venture/ consortium	Joint Venture [JV] / Consortium shall not be allowed for this assignment.

B. Bid Data Sheet

#	Key Information	Details
1.	RFP Reference Number	REF No: 17793/TC, Date: 07/10/2026
2.	Name of the Organization	Office of the Transport Commissioner, Odisha Or State Transport Authority, Odisha,
3.	Name of the Assignment	Engagement of a Technical Support Unit (TSU) and Establishment of a Dedicated Road Safety Project Management Unit (PMU) for the State Transport Authority, Odisha.
4.	Method of Selection	QCBS (Quality cum Cost Selection)
5.	Date of issue of RFP	07/10/2026
6.	Date of Submission of Pre-Proposal /Pre-Bid Queries	15/10/2026, till 3:00 PM
7.	Pre-bid meeting	Date: 16/10/2026, Time: 3:30 PM Pre-Bid Meeting shall be conducted in hybrid mode (physical and online). The video conference link shall be shared with all bidders who submit their pre-bid queries within the stipulated time. All pre-bid queries shall be submitted only through email to: roadsafety-od@gov.in with copy to staroadsafety@gmail.com. Location: Conference Hall, office of Transport Commissioner, Odisha, 7th Floor, Rajaswa Bhawan, Kataka– 753002.
8.	Bid Submissions	Online bids to be submitted on https://enivida.odisha.gov.in Portal

#	Key Information	Details
9.	Last date and time for online submission of Proposal (Proposal Due Date)	https://enivida.odisha.gov.in Date: 29/10/2026: Time: 5:00 PM
10.	Last date and time for submission of physical copy of the technical Proposal	Date: 30/10/2026: Time: 2:00 PM Technical proposal only along with original Demand Drafts of Tender Fee and EMD. Submission beyond the stipulated time shall not be considered. Place: Office of the Transport Commissioner, 6 th Floor, Conference Hall, Rajaswa Bhawan, Kataka–753002
11.	Place, Date and time of opening of Technical Proposals	Date: 30/10/2026, at 04:00 PM Place: Office of the Transport Commissioner, 7 th Floor, Conference Hall, Rajaswa Bhawan, Kataka–753002
12.	Place, Date and Time for opening of Financial Proposals	Date & Time will be communicated later to the Technically Qualified bidders at Email ID provided by bidders at the time of submission of bids. Place: Office of the Transport Commissioner, 7 th Floor, Conference Hall, Rajaswa Bhawan, Kataka–753002.
13.	Bid Document fee (non-Refundable) (As demand draft from any scheduled commercial bank / Nationalized bank in the name of Transport Commissioner, Odisha)	Non-refundable Rs.11,800/- {Rs.10,000/- + 18% GST (Rs. 1,800/-)} in form of Demand Draft issued by any Nationalized/Scheduled Commercial Bank drawn in favour of Transport Commissioner, Odisha payable at Kataka. The tender fee shall be submitted by all the bidders participating in this tender. The e-Nivida Portal is showing an option of paying this fee in BG form. Bidder shall select this option and enter DD details instead of BG details. The bidder shall submit two DDs in original (towards tender fee and EMD) in the office of Transport Commissioner, Odisha as mentioned in the bid data sheet.

#	Key Information	Details
14.	Earnest Money Deposit (EMD) (Refundable) (As Demand Draft from any scheduled commercial bank / Nationalized bank in the name of Transport Commissioner, Odisha payable at Kataka)	The bidder is required to submit an EMD of Rs. 20,00,000/- (Rupees Twenty Lakhs only) valid for 180 days from the proposal due date. The EMD in the form of Demand Draft issued by any Nationalized/Scheduled Commercial Bank in India and drawn in favour of the "Transport Commissioner, Odisha" and payable at "Kataka", must be submitted along with the Tender Fees. The e-Nivida Portal is showing an option of paying this fee in BG form. Bidder shall select this option and enter DD details instead of BG details. The bidder shall submit two DDs in original (towards tender fee and EMD) in the office of Transport Commissioner, Odisha as mentioned in the bid data sheet.
15.	Performance Security (As Bank Guarantee from any scheduled commercial bank / Nationalized bank in the name of Transport Commissioner, Odisha payable at Kataka)	5% of the overall contract value for 36 months.
16.	Bid Validity Period	The Proposal shall remain valid for 180 (One Hundred Eighty) days from the Proposal Due Date.
17.	Contact Person & Address	State Transport Authority, Odisha, 7th Floor, Rajaswa Bhawan, Kataka – 753002 Addl. Commissioner (Road Safety) Email: staroadsafety@gmail.com
18.	RFP to be downloaded from	https://www.odishatransport.gov.in and https://enivida.odisha.gov.in
19.	Joint Venture/ consortium	Joint Venture [JV] / Consortium shall not be allowed for this assignment.

1. Letter of Invitation

Name of the Assignment: Engagement of a Technical Support Unit (TSU) and Establishment of a Dedicated Road Safety Project Management Unit (PMU) for the State Transport Authority, Odisha.

Transport Commissioner -cum- Chairman, State Transport Authority, Odisha (STA) (the "Authority"), in accordance with the provisions under the Guidelines for Engagement of Consultants and Outsourcing of Services issued in the Office Memorandum No. 37323/F Dt. 30.11.2018 of the Finance Department, now invites reputed, eligible agencies for submitting proposals for undertaking various consultancy services for State Transport Authority Odisha Projects.

1. A bidder will be selected under QCBS procedure as prescribed in the RFP Document in accordance with the procedures prescribed here with circulated vide Office Memorandum No. 37323/F, Dated: 30.11.2018 of Finance Department, Govt. of Odisha.
2. The proposal should be submitted online as a two-bid system:
Part 1: Pre-Qualification & Technical Proposal - A (EMD & Tender Fees details, Technical Proposal along with its supporting documents for qualification of the bidder)
Part 2: Financial Proposal- B (Financial Proposal)
3. Evaluation of the proposals shall be made as per the evaluation criteria mentioned in the RFP prior to opening of financial proposal.
4. The Demand draft of Tender Fee and EMD will be submitted to the office as mentioned in the Data Sheet.
5. The Proposal Part-1 must be submitted with all pages numbered serially, along with an index of submission. In the event, any of the instructions mentioned herein have not been adhered to, the STA may reject the Proposal.
6. The proposal, complete in all respects as specified in the RFP Document, must be accompanied with a Non-refundable Bid Document Fee and a Refundable EMD of paid as prescribed in the RFP failing which the bid will be rejected.
7. The last date and time for submission of proposal, complete in all respect, is as per the Bid Data Sheet and the date of opening of the technical proposal is as mentioned in the Bid Data Sheet, which will be done in the presence of the bidder's representative at the specified address as mentioned in the Bid Data Sheet. Representatives of the bidders may attend the meeting with a due authorization letter on behalf of the bidder.
8. This RFP includes the following sections:
 - **Letter of Invitation**
 - **Instruction to Bidder**
 - **Scope of Work**
 - **Annexures**
 - **Performance Bank Guarantee**
9. While all information/data given in the RFP are accurate within the consideration of scope of the proposed assignment to the best of the STA's knowledge, the STA holds no responsibility for accuracy of information, and it is the responsibility of the bidder to check the validity of information/data included in this RFP. The STA reserves the right to accept/reject any/all

proposals/cancel the entire selection process at any stage without assigning any reason thereof.

Transport Commissioner
Odisha

2. Instruction to Bidder

2.1. Instruction to Bidders for Online Bid Submission

e-Nivida is a complete process of e-Tendering, from publishing of RFPs/tenders online, inviting online bids, evaluation and award of contract using the system. The instructions given below are meant to assist the bidders in registering on e-Nivida Portal and submitting their bid online on the portal.

More information useful for submitting online bids on the e-Nivida Portal may be obtained at: <https://enivida.odisha.gov.in>

- a) The RFP can be downloaded from the tender portal <https://enivida.odisha.gov.in> and <http://odishatransport.gov.in>
- b) Instruction to Bidders for participation in Tender through <https://enivida.odisha.gov.in>
- c) Bidders must get themselves registered on the portal for participating in the e-tenders published by the department. Detailed registration help manual is available in the bidder help manual kit.
- d) Bidders must provide the details of PAN number, registration details etc. as applicable and submit the related documents. The user id will be activated only after submission of complete details. The activation process will take minimum 24 working hours **odishaenivida@gmail.com**
- e) Bidders must have a valid email address and mobile number.
- f) Bidders are required to obtain Class 3 Digital Certificates (Signing & Encryption) as per their company details.
- g) Once the bidder's DSC is mapped with the user id, the same DSC must not be used for another user id on the same portal. However, the bidder can update the digital certificate to another user id after un mapping it from the existing user id.
- h) Bidders now can login with the activated user Id & DSC for online tender submission process in this portal.
- i) Bidders can upload required documents for the tender well in advance under My Documents and these documents can be attached to the tender during tender participation as per the tender requirements. This will save the bid submission duration/time period and reduce upload time of bid documents.
- j) Bidders must go through the downloaded tender documents and prepare and upload bid documents as per the requirements of the department.
- k) Bidders are advised to read complete BoQ/ Price Bid/Financial Bid and Terms & Conditions before quoting rates in the bid document.
- l) Any modification/replacement in BoQ/ Price Bid/Financial bid template is not allowed. Bidders must quote only in predefined fields in the bid sheet and

save the bid sheet. After saving, the same bid sheet must be uploaded in the portal.

- m) Bidders must pay the required payments (enivida registration fee, Tender fee, EMD, Tender Processing Fee etc) as mentioned in the tender document, before submitting the bid.
- n) Bidders are recommended to use PDF files for uploading the documents. Only the price bid sheet will be in Excel format.
- o) The bidders must ensure to get themselves registered on the portal at least 1 week before the tender submission date and get trained on the online tender submission process. For tender submission and registration process bidders are advised to refer to respective manuals on the website. Tender inviting Authority/Department will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues like internet connectivity/PC speed/etc.
- p) Offline Submission of financial bid/ Financial documents/rates by the bidders will not be accepted by the Authority, under any circumstances.
- q) After final submission of the bid, a confirmation message and bid submission acknowledgement will be generated by the portal. The bid submission acknowledgement contains details of all documents submitted along with bid summary, token number, date & time of submission of the bid and other relevant details. Bidders can keep a print of the bid submission acknowledgement.
- r) If the bidder is resubmitting the bid, the bidder must confirm the existence of all the required documents, financial bid and again submit the bid. Once submitted, the bid will be updated.
- s) Submission of the bid means that the bid is saved online; but the system does not confirm correctness of the bid. The correctness of the bid will be decided by tender inviting authority only.
- t) The time displayed on the server is IST (GMT 5:30) and the same will be considered for all the tendering activities. Bidders must consider the server time for submission of bids.
- u) Bid documents being entered by the Bidders will be encrypted at the client end and the software uses PKI encryption techniques to ensure security/secrecy of the data. The submitted bid documents/data become readable only after tender opening by the authorized individual.

2.1.1. Guidelines for Registration

- a) Bidders are required to enroll themselves on the e-Nivida Portal <https://enivida.odisha.gov.in> or click on the link "Bidder Enrolment" available

on the home page by paying Registration Fees of **Rs.2,500/- + Applicable GST**.

- 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 with the bidders.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/ TCS / nCode/ eMudhra etc.), with their profile.
- e) Only valid DSC should be registered by a bidder. Please note that the bidders are responsible for ensuring 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.
- g) The scanned copies of all original documents should be uploaded in pdf format on e-tender portal.
- h) After completion of registration payment, bidders need to send their acknowledgement copy on help desk mail id odishaenivida@gmail.com for activation of the account.

2.1.2. Searching for Tender Documents

- a) There are various search options built in the e-tender Portal, to facilitate bidders to search for active tenders by several parameters.
- b) Once the bidders have selected the tenders they are interested in, they can pay the processing fee **(2500+ applicable GST)** of the enivida portal by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee tenders will be moved to the respective 'requested' Tab. This would enable the e- tender Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

2.1.3. Preparation of Proposals

- a) Bidders should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.

- c) Bidders, in advance, should get ready the bid documents to be submitted as indicated in the bid data sheet and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Colour 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, GST, Annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Documents” available to them to upload such documents.
- e) These documents may be directly submitted from the “My Documents” area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process. Already uploaded documents in this section will be displayed. Click “New” to upload new documents.

2.1.4. Submission of Bid Proposals

- a) Bidders should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidders will be responsible for any delay due to other issues.
- b) The bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender document as a token of acceptance of the terms and conditions as mentioned in the tender document.
- c) Bidder shall select the payment option as per the tender document to pay the Tender Processing fee as applicable and enter details of the instrument.
- d) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the yellow Colored (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.
- e) 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 during bid submission.

- f) The uploaded bid documents become readable only after the tender opening by the authorized bid openers.
- g) Upon the successful and timely submission of bid click “Complete” (i.e. after Clicking “Submit” in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
- h) The tender summary shall be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

2.1.5. Clarifications on using e-Nivida Portal

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 bid data sheet. Any queries relating to the process of online bid submission or queries relating to e-tender Portal in general may be directed to the Helpdesk Support. Please feel free to contact **e-Nivida Helpdesk (as given below)** for any query related to e-tendering.

Phone No.: 011-49606060, 9355030604, 9355030613

Mail id: odishaenivida@gmail.com

2.2. Conflict of Interest

Conflict of interest exists in the event of:

- a. Conflicting assignments, typically monitoring and evaluation of the mandate being executed by the selected bidder.

2.3. Disclosure

- i. Bidders have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the bidder or termination of its contract,
 - Bidders must disclose if they as valid on date, are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.
- ii. Bidders must disclose if they have been convicted of, or are the subject of any proceedings relating to:
 - A criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct.

- Corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract.
- Failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

2.4. Anti-corruption Measure

- Any effort by Bidder(s) to influence the STA in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- A recommendation for award of Contract shall be rejected if it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the STA shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

2.5. Confidentiality

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any Consultant of confidential information related to the process may result in rejection of its proposal and may be subject to the provisions of the STA's antifraud and corruption policy. During the execution of the assignment except with prior written consent of the STA, the consultant or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

2.6. Amendment of the RFP Document

At any time before submission of proposals, the STA may amend the RFP by issuing an addendum at <https://enivida.odisha.gov.in/>. Any such addendum will be binding on all the bidders. To give bidders reasonable time in which to take an addendum into account in preparing their proposals, the STA may, at its discretion, extend the deadline for the submission of the proposals.

2.7. Right to accept and reject any or all proposal(s)

The STA reserves the right to accept or reject any proposal, and to annul or amend the bidding / selection / evaluation process and reject all proposals at any time prior to award of contract without assigning any reason thereof and thereby incurring any liability to the bidders.

2.8. Disqualification of Proposal

The proposal is liable to be disqualified in the following cases as listed below:

- Proposal submitted without Bid Document Fee & EMD as applicable
- A bidder submits more than one proposal for this RFP, all such proposals shall be rejected, and the bidder shall be disqualified from this bid process.

- Proposal not submitted in accordance with the procedure and formats as prescribed in the RFP.
- During validity of the proposal, or its extended period, if any, the bidder increases his quoted prices
- Proposal is received in incomplete form
- Proposal is received after the due date and time for submission of bid.
- Proposal is not accompanied by all the requisite documents/information
- A commercial bid submitted with assumptions, conditions or uncertainty.
- Bids with any conditional technical and financial offer
- If the bidder provides any assumptions in the financial proposal or qualifies the commercial proposal with its own conditions, such proposals will be rejected even if the commercial value of such proposals is the lowest/best value.
- The proposal is not properly signed by the authorized authority of the bidder.
- Proposal is not conforming to the requirement of the scope of the work of the assignment.
- Bidder tries to influence the proposal evaluation process by unlawful/corrupt/fraudulent means at any point of time during the bid process.
- If, any of the bid documents (including but not limited to the soft/electronic copies of the same, presentations during evaluation, clarifications provided by the bidder) excluding the commercial bid, submitted by the bidder is found to contain any information on price, pricing policy, pricing mechanism or any information indicative of the commercial aspects of the bid.
- Bidders or any person acting on its behalf indulges in corrupt and fraudulent practices.
- Any other condition/situation which holds the paramount interest of the STA during the overall selection process.

2.9. General information and Guidelines

2.9.1. Validity of the Proposal

The Proposal shall remain valid for 180 (One Hundred Eighty) days from the Proposal Due Date. Any Proposal valid for a shorter period shall be treated as non-responsive. The Authority may request extension of the Proposal Validity Period, and the bidder may agree or refuse such extension without forfeiture of EMD, subject to the conditions specified in the RFP.

2.9.2. Language of Proposals

The proposal and all related correspondence exchanged between the bidder and the STA shall be written in the English language. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy, in

which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

2.9.3. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its proposal. The STA shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. A bidder is not allowed to submit more than one proposal under the selection process. Alternate bids are also not allowed.

2.9.4. Pre-Proposal Queries/ Pre-Proposal Meeting

Bidders can submit their queries in respect of the RFP and other details, if any, to State Transport Authority, Odisha through e-mail at roadsafety-od@gov.in/ staroadsafety@gmail.com till the timeline as mentioned in Bid Data Sheet. Clarifications to the above will be either uploaded on the tender portal of Government of Odisha/ <http://www.odishatransport.gov.in/> or clarified through email to the respective bidders for the purpose of preparation of proposal.

Pre-proposal meeting will be held as per the venue and schedule in Bid Data Sheet. The bidder will have to ensure that their queries for pre-proposal should reach one day before the pre-proposal meeting to the email address mentioned in this RFP.

2.9.5. Preparation and Submission of Proposal

Proposals shall include "Technical Proposal" and "Financial Proposal".

The content of proposal should be as below:

The proposal should be submitted online as a two-bidding system:

Part 1: Pre-Qualification & Technical Proposal- A (EMD & Tender Fees details, Technical Proposal along with its supporting documents for qualification of the bidder)

The bidders must furnish the following documents duly signed in along with their **Technical Proposal**:

- **Annexure 1 – Bid Submission Checklist**
- **Annexure 2 – Covering Letter**
- **Annexure 3 – Bidder Details**
- **Annexure 4 – Power of Attorney**
- **Annexure 5 – Financial Turnover and Net Worth**
- **Annexure 6 – Project Experience**
- **Annexure 7 – Declaration**
- **Annexure 8 – Blacklisting**
- **Annexure 9 – CV of Resources**

Bidders should submit the required supporting documents as mentioned above. Bids not conforming to the eligibility criteria and non-submission of required documents as listed above may lead to rejection of the bid. Submission of forged documents will also result in rejection

of the bid. Bidders are advised to study all instructions, forms, terms & conditions and other important information as mentioned in the RFP Document. The proposal must be complete in all respects, indexed and bound. Each page should be numbered and signed by the authorized representative.

The hard Copy of Tender Fee, EMD Fee will be submitted to this office as mentioned in the Data Sheet.

Part 2: Financial Proposal- B (Financial Proposal)

The financial proposal will contain the below mentioned document:

a) Price Bid Template (Annexure -10)

It is to be noted that the Technical Proposal shall contain all the supporting documents related to qualifying criteria, terms, and conditions of the RFP document etc. The proposal must have complete tender/RFP documents except the Price Bid part.

The bidders need to provide the bid documents with proper binding and index. The page number should be mentioned clearly against the documents. Failing of these may lead to disqualification.

2.9.6. Opening of the proposal

1. Completed proposals must be submitted on or before the time and date stated in the Bid Data Sheet.
2. Opening of Proposals will be done at State Transport Authority, Odisha, Kataka.
3. The Financial Proposal will be opened for the shortlisted applicants who qualify for financial opening as per RFP. The date of opening of Financial Proposal will be notified later.

2.10. Evaluation of Proposal

Each bidder will be assessed based on the following pre-qualification criteria before proceeding for Technical Evaluation. Only qualified bidders as per Eligibility Criteria shall be considered for technical evaluation. The bidder is required to produce the copies of the required supportive documents/information as part of their technical proposal failing which the proposals will be rejected.

A three-step evaluation process will be conducted as explained below for evaluation of the proposals:

2.10.1. Pre-Qualification

Each bid will be assessed based on the following pre-qualification criteria before proceeding with the Technical Evaluation. Only bids qualified as Eligibility criteria shall be considered for technical evaluation. The bidder is required to produce the copies of the required supportive documents/information as part of their technical proposal failing which the proposals will be rejected.

Sr. No	Basic Requirement	Specific Requirement	Documents Required
1.	Legal Entity	Incorporation: The bidder should be Registered as a Company/LLP under - Companies Act, 1956/2013 OR Partnerships Firm registered under LLP Act, 2008. - Registered with Goods and Services Tax Network (GSTN) - Have been operating for at least last five (05) financial years as on 31st March 2026.	- Copy of Certificate of Incorporation/ Registration along with Copy of the work order/completion certificate as documentary proof - Valid GSTIN and copy of GST Registration Certificate. - Turnover certificate/audited balance sheet and profit & loss statement from the Statutory Auditor for last three years i.e. FY 2023-24, FY 2024-25, FY 2025-26)
2.	Annual Sales Turnover	Bidders should have a minimum average annual turnover of ₹ 50 crores during the last three consecutive financial years (FY 2022-23, FY 2023-24, FY 2024-25) in India.	Certificate from statutory auditor/ audited financial statements for the three financial years
3.	Net worth	The company must be profit making & positive net worth in last three financial years ending at 31st March 2025	Certificate from statutory auditor/ audited financial statements for the three financial years.

Sr. No	Basic Requirement	Specific Requirement	Documents Required
4.	Bidder's Experience	The Bidder should have experience of working on minimum three (03) PMU assignments of a minimum duration of 2 years with Central/ State Government Departments / Ministry / PSU (Central / State) agency in India	Work Order/ Copy of agreement / Completion certificate
5.	Bidder's Experience	The Bidder should have experience of executing consulting assignments for a minimum duration of 6 months with at least two (02) different State Government Departments/ Departmental Agencies in Odisha	Work Order/ Copy of agreement/ Completion certificate
6.	Bidder's Experience	The Bidder should have experience of completing at least one (1) IT advisory / consulting assignment for the Transport sector for a Central/ State Government Department/ Ministry / PSU (Central / State) agency in India.	Work Order/ Copy of agreement/ Completion certificate
7.	Non-Blacklisting Declaration	The Bidder should not have been blacklisted by the Central / State Government or Undertakings of Central / State Government at the time of submission.	A certified letter signed by Authorized Signatory of the company on the Company's letter head.

2.10.2. Bid Document Fee

The bidder must furnish bid document fee along with pre-qualification documents, the required bid Document fee as prescribed in the RFP as applicable failing which the bid will be rejected.

2.10.3. Earnest Money Deposit

The bidder must furnish EMD along with pre-qualification documents, an Earnest Money Deposit (EMD) as prescribed in the RFP as applicable, failing which the bid will be rejected. The EMD of unsuccessful bidders shall be refunded after finalization of the selection process and after award and signing of contract with the successful bidder. The EMD may be forfeited on account of the following reasons:

- Any / All information furnished by the bidder is found to be forged / false during the evaluation process.
- Any other circumstance which holds the interest of during the overall selection process.

The EMD of the Successful bidder may be forfeited on account of the following reasons:

- If the bidder fails to sign the contract within the designated period (15 days).
- If the bidder fails to furnish required Performance Bank Guarantee in time as applicable.
- If the bidder withdraws its proposal during the bid validity period as specified in RFP after the closure of bid.

2.10.4. Preliminary Evaluation (Step - 1)

Preliminary evaluation of the proposals will be done to determine whether the proposal complies with the prescribed eligibility conditions and the requisite documents/information has been properly furnished by the bidder or not, as per the requirements stated above in this RFP.

2.10.5. Technical Evaluation (Step - 2)

Evaluation of the Technical and Financial proposals will be based on Quality cum Cost based selection mode with weightage of 80% and 20% for technical and financial proposals, respectively.

1. In the first phase the Technical Proposals shall be evaluated based on eligibility criteria as mentioned in this RFP.
2. In the second phase the firms which satisfy the eligibility criteria shall be given marks. Accordingly, firms will be ranked based on the marks allotted to them.

2.10.6. Criteria of Technical Evaluation

Evaluation of the Technical qualification of consultancy firm/agency shall be done based on the following evaluation criteria: -

Sl. No.	Parameters	Supporting Documents	Maximum Marks
1.	Financial Capabilities of the bidder		05 Marks
1.1.	Annual turnover from advisory / consulting services provided to the Central/ State Government Department / Ministry / PSU (Central / State) agency in India in last three financial years (i.e. FY 2022-23, FY 2023-24, FY 2024-25) - Upto 50 Crore - 01 Marks >INR 50 Cr. and <= INR 100 Cr.: 02 Marks (Additional 01 mark for each INR 50 Cr. over and above Rs. 100 Cr. maximum 05 marks)	Certificate from statutory auditor	05 Marks
2.	Experience of the Bidder		30 Marks
2.1.	Experience of undertaking consulting projects of a minimum duration of 2 years with Central/ State Government agencies/PSU (Central / State) in India Number of Projects:- < 3 Projects: 07 Marks ≥ 3 and ≤ 08 Projects: 10 marks > 08 Projects: 15 Marks Note- The completed projects must not be older than 1st April 2021. The on-going projects qualifying the above criteria shall be considered.	Copy of Letter of Award/ Work Order/ PO/ Completion Certificate along with project citation	15
2.2	The bidder should have experience in projects in the Transport domain Number of Projects. Number of Projects:-00 Project: 00 Mark 01 Project: 01 Mark 02 Projects: 07 Marks 03 projects: 10 Marks An additional weightage of 5 marks shall be allotted to bidders demonstrating prior work experience under the agencies of Odisha Government.	Copy of Letter of Award/ Work Order/ PO/ Client Certificate along with project citation	15 Marks
3.	Key Resource CVs		35

Sl. No.	Parameters	Supporting Documents	Maximum Marks
Project Management Unit (PMU) – Road Safety Cell			
3.1	PMU Team Lead/Principal Consultant	CVs in prescribed format	7 Marks
3.2	Sr. Consultant (Transport Regulations & Road Safety Governance)	CVs in prescribed format	4 Marks
3.3	Sr. Consultant (Road Safety /Transport)	CVs in prescribed format	4 Marks
3.4.	Consultant (Road Safety/Transport/M&E)	CVs in prescribed format	3 Marks
Technical Support Unit (TSU)			
3.5.	TSU Team lead/Sr. Consultant (Transport Technology & Procurement)	CVs in prescribed format	7 Marks
3.6.	Sr. Consultant (IT)	CVs in prescribed format	4 Marks
3.7.	Sr. Consultant (IEMS/ITMS/e-Enforcement)	CVs in prescribed format	4 Marks
3.8.	Consultant (M&E/Procurement Support)	CVs in prescribed format	2 Marks
4.	Approach & Methodology		30
4.1.	Understanding of the Scope of work	As part of the proposal as per format. Approach & Methodology shall be evaluated solely based on the written Technical Proposal submitted by the bidder.	05 Marks
4.2.	Understanding of the current challenges for the Department, suggestions for overcoming the challenges		10 Marks
4.3	Proposed Approach and Methodology (5 marks) Demonstration/illustration of outcomes delivered in other state/s and improve the processes (10 marks)		15 Marks
Total Marks 100 (Passing Marks- 70 marks)			100

2.10.7. Minimum Evaluation Criteria for Key Resources:

S. No.	Position	Duration	Educational Qualification	Minimum Experience	Relevant Experience
1	PMU Team Lead/Principal Consultant	36 months	Graduate qualification in Engineering / Technology and Post Graduate qualification in Management / Business Administration / Public Policy or equivalent from a recognized university Project Management Professional (PMP)® certification, by the Project Management Institute (PMI)	15	Exp in project management, public policy advisory, government program implementation, and sectoral transformation initiatives, including experience in transport, infrastructure, urban development, or road safety sectors, with experience in at least two (2) similar assignments S/He should have experience of working with Government Departments / State Authorities / Program Management Units, including exposure to regulatory frameworks, policy implementation, and sectoral guidelines relevant to transport, infrastructure, education or urban development. The expert should possess hands-on experience in areas such as program design and implementation, monitoring and evaluation, data analytics, policy formulation, procurement and transaction advisory, and implementation of ICT-based systems including MIS, dashboards, or similar digital governance initiatives. Preference shall be given to candidates having prior experience in road safety assignments within the State of Odisha. Proficiency in Odia language (reading, writing and speaking) is mandatory.
2	Sr. Consultant (Transport Regulations & Road Safety Governance)	36 months	Post graduation qualifications in Law / Public Administration / Management / Public Policy or equivalent from a reputed university.	12	S/He should have experience in transport sector governance, road safety management, policy advisory, regulatory compliance, and program implementation, with experience in at least two (2) similar assignments at State or National level. The expert should have demonstrated experience in advising on, supporting, reviewing, and facilitating implementation of transport and road safety policies, regulations, and compliance frameworks, including involvement in institutional strengthening, governance mechanisms, and multi-departmental coordination. S/He should have hands-on experience working with State Transport Authorities / Road Safety Cells or similar government institutions, including exposure to Motor Vehicles Act, 1988, Central Motor Vehicles Rules, SCCoRS directives, and associated regulatory and compliance frameworks. The expert should have experience in preparation and review of policy documents, SOPs, guidelines, compliance reports, monitoring frameworks, dashboards, and governance mechanisms, along with supporting regulatory processes, enforcement tracking, and data-driven decision-making systems. Experience in accident data analysis, district/state level monitoring systems, and preparation of action plans for road safety interventions will be desirable. Proven capability in stakeholder coordination, capacity building, inter-departmental convergence, and reporting to senior government authorities is essential. Preference shall be given to candidates having prior experience in road safety assignments within the State of Odisha. Proficiency in Odia language (reading, writing and speaking) is mandatory.

S. No.	Position	Duration	Educational Qualification	Minimum Experience	Relevant Experience
3	TSU Team lead/Sr. Consultant (Transport Technology & Procurement)	36 months	Post Graduate qualification in Statistics / Mathematics / Data Science / Economics / Engineering / Management or equivalent from a recognized university.	8	S/He should have experience in technology enabled government advisory, procurement support, and project implementation, preferably in transport, road safety, urban governance, or public sector programs, with experience in at least two (2) similar assignments. The expert should have hands-on experience working with State Transport Authorities / Road Safety Cells or other government departments, supporting policy formulation, bid process management, procurement support, project monitoring, MIS, dashboards, and data driven decision making. Experience in Transport infrastructure projects ATS/ADTS, EV Policy, EoDB Initiatives, EV charging infrastructure, road safety analytics, monitoring of large scale government initiatives, and support to high level review meetings will be highly desirable. Exposure to regulatory processes, Presentation/Report/SOP preparation, contract management, stakeholder coordination, and technology based analytics tools (MIS, dashboards, data modelling) shall be an added advantage. Proficiency in Odia language (reading, writing and speaking) is mandatory.
4	Sr. Consultant (IEMS/ITMS/e-Enforcement)	36 months	Graduate / Post Graduate qualification in Engineering (Electrical / Electronics / Computer Science / IT or equivalent) from a reputed university.	8	S/He should have experience in planning, design, implementation, and management of large scale ICT / surveillance / electronic enforcement systems, preferably in public sector or government projects, with experience in at least two (2) similar assignments. The expert should have hands-on experience in implementation of Intelligent Enforcement / e-Challan / Traffic Surveillance systems at State or large city level, including familiarity with Section 136A of the Motor Vehicles Act, 1988 and Rule 167A of the Central Motor Vehicles Rules, 1989. Experience in system integration, AI enabled Unified Command & Control Centres (UCCC), field enforcement devices, network infrastructure, and end-to-end project management including FAT, UAT, commissioning, and post deployment operations shall be highly desirable. Experience in managing high value government projects, multi-agency coordination, vendor management, and compliance with prescribed service levels and performance benchmarks will be an added advantage. Proficiency in Odia language (reading, writing and speaking) is mandatory.
5	Sr. Consultant (IT)	36 months	Post Graduate qualification in Information Technology / Telecom/ Computer Science or equivalent from a recognized university.	10	S/He should have experience in planning, design, implementation, and management of large scale ICT projects, preferably in public sector or government projects, with experience in at least two (2) similar assignments. Experience in system integration, and end-to-end project management commissioning, and post deployment operations shall be highly desirable. Experience in implementation, integration, and monitoring of AIS-140 compliant VLTD/VLTS systems, including backend control centres, data integration with platforms such as iRAD/eDAR, VAHAN, or state transport databases. Experience in Bid Management, procurement of IT and its ancillary related services, on boarding of system integrator, managing government projects, multi-agency coordination,

S. No.	Position	Duration	Educational Qualification	Minimum Experience	Relevant Experience
					vendor management, and compliance with prescribed service levels and performance benchmarks will be an added advantage. Proficiency in Odia language (reading, writing and speaking) is mandatory.
6	Consultant (M&E/Procurement Support)	36 months	Post graduate qualification in Management / Business Administration / Finance / Economics / Public Policy or equivalent from a recognized university.	6	S/He should have experience in public procurement, contract management, bid process management, and transaction advisory, preferably in government / public sector / transport sector / donor funded projects, with experience in at least two (2) similar assignments. The expert should have hands-on experience in preparation of tender documents, RFPs, RFQs, EOIs, bid evaluation criteria, evaluation reports, and contract documentation. Experience in procurement of transport and infrastructure related projects, including IT systems, fleet, infrastructure, or mobility services, shall be highly desirable. The expert should have experience in bid process management covering pre-bid consultations, handling bidder queries, evaluation support, negotiation, and contract award processes. Experience in PPP projects, financial analysis, revenue modelling, vendor market assessment, and contract administration shall be an added advantage. Experience in compliance with Government procurement rules (GFR), CVC guidelines, and World Bank or similar procurement frameworks and working with public sector organizations such as transport undertakings or State Government departments is desirable. Preference shall be given to candidates having prior experience in transport sector procurements. Proficiency in Odia language (reading, writing and speaking) is mandatory.
7	Sr. Consultant (Road Safety /Transport)	36 months	Graduate qualification in Mechanical Engineering / Automobile Engineering / Civil Engineering or equivalent from a recognized university. Diploma in relevant engineering disciplines shall also be considered where supported by extensive field experience in transport and enforcement.	5	S/He should have experience in transport department operations/ road safety enforcement/ vehicle inspection, accident investigation/ regulatory compliance, and field-level implementation. The resource should have hands-on experience in road crash investigation/ reporting/ presentation/ Crash Scene inspection/recreation, and coordination with police, transport and road engineering agencies. Proficiency in Odia language (reading, writing and speaking) is mandatory.
8	Consultant (Road Safety/Transport/M&E)	36 months	Post Graduate qualification in Urban Management / Urban Governance / Public Policy / Management / Business Administration or equivalent from a	6	S/He should have experience in government advisory, program management support, monitoring & evaluation, and strategic consulting, preferably in transport, road safety, smart city, or urban governance projects, with experience in at least two (2) similar assignments. The expert should have hands-on experience working with State Transport Authorities / Road Safety Cells, supporting data driven policy formulation, preparation of SOPs, action

S. No.	Position	Dur ation	Educational Qualification	Minimum Experien ce	Relevant Experience
			recognized university.		plans, presentations, progress reports (MPRs), and stakeholder coordination. Experience in road accident data analysis, district level action planning, monitoring of state and district road safety initiatives, and support to high level government review meetings will be highly desirable. Exposure to Bid Management, RFP preparation, evaluation, documentation, and implementation monitoring shall be an added advantage. Preference shall be given to candidates having prior experience similar assignments within the State of Odisha. Proficiency in Odia language (reading, writing and speaking) is mandatory.

The number of points to be assigned to each of the experts shall be determined considering the following sub-criteria and relevant percentage weights:

- Minimum qualifications (Fulfilling minimum education criteria mentioned):20%
- Minimum Experience (Fulfilling Minimum Years' of relevant experience criteria as mentioned): 30%
- Relevant Sector Experience (Fulfilling experience criteria of relevant sector and assignment as mentioned): 50%

The Transport Department shall evaluate the Proposals and Resumes received from the bidders. The resumes of the resources proposed to be deployed by the Consultancy Firm/Agency shall have the requisite qualifications and experience as per the requirements and SoW defined in this RFP. The CV of every resource proposed to be deployed shall be provided in the World Bank format as per Annexure 9.

The Authority shall, after scrutiny and evaluation of the CVs submitted by the successful bidder, have the right to approve and decide the resources to be deployed for the assignment. The Authority reserves the right to accept, reject, require replacement of, or change any resource proposed by the selected Agency, at its sole discretion, to ensure that the resources deployed meet the requirements of this RFP and are suitable for the assignment. The selected Agency shall deploy the resources as approved by the Authority and shall not replace any approved resource without the prior approval of the Authority.

The decision of the Internal Committee in the evaluation of responses shall be final. No correspondence will be entertained outside the process of negotiation/ discussion. The Internal Committee reserves the right to reject any or all Proposals without assigning any reason.

For each Technical Proposal, the total points that can be awarded for each Bidder are 100, and the minimum technical score that a Bidder needs to qualify for opening of the Financial Proposal is 70.

The highest evaluated Technical Proposal (Th) shall be given maximum Technical Score (St) of 100. The formula for determining the Technical Scores (St) of all other proposals is calculated as following:

St = 100 x T/Th, in which “St” is the Technical Score, “Th” is the highest Technical Score given, and “T” is the Technical Score of the proposal under consideration.

2.10.8. Financial Evaluation (Step - 3)

The financial proposals as per **(Annexure 10 of this RFP)** of the bidders qualifying the technical evaluation (Step - 2) only shall be opened at this stage in the presence of the bidder's representative who wishes to attend the meeting with a proper authorization letter. The name of the bidder along with the quoted financial price will be announced during the meeting.

- The lowest evaluated financial proposal (Ff) will be given a maximum financial score (Fm) of 100 points. The formula for determining the financial scores of other proposals will be computed as follows:
- **Sf** = 100 x Fm/F, in which “Sf” is the financial score, “Fm” is the lowest price, and “F” the price of the Proposal under consideration.

2.10.9. Evaluation Process

Proposals shall be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal (0.8); P = the weight given to the Financial Proposal (0.2); T + P = 1) as following:

$$\mathbf{S = (St \times T) + (Sf \times P),}$$

The Selected Applicant shall be the First Ranked Applicant (having the highest combined score). The Second and third Ranked Applicant shall be kept in reserve and may be invited for negotiations in case the first ranked Applicant withdraws or fails to comply with the requirements specified in the RFP document.

2.10.10. Contract Negotiation

Contract negotiation, if required will be held at a date, time and address as intimated to the selected bidder. The bidder will, as a pre-requisite for attendance at the negotiations, confirm availability of all the proposed staff for the assignment. Representatives conducting negotiations on behalf of the bidder must have written authority to negotiate and conclude a contract. Negotiation will be performed covering technical and financial aspects, if any, and availability of proposed professionals etc.

2.10.11. Performance Bank Guarantee (PBG)

Within 15 working days of notifying the acceptance of a proposal for award of contract, the qualified bidder shall have to furnish a Performance Bank Guarantee as defined in this RFP. Failure to comply with the terms and conditions of the contract agreement shall constitute sufficient grounds for the forfeiture of the PBG. The PBG shall be released immediately after three months of expiry of contract provided there is no breach of contract on the part of the qualified bidder. No interest shall be paid on the PBG.

2.11. Award of Contract

After completion of the contract negotiation stage, the STA will notify the successful bidder in writing by issuing an offer letter for signing the contract and promptly notifying all other bidders about the result of the selection process. The successful bidders will be asked to sign the

contract after fulfilling all formalities within 15 days of issuance of the offer letter. After signing of the contract, no variation or modification of the terms of the contract shall be made except by written amendment signed by both the parties. The contract will be valid for 36 months from the date of effectiveness of the contract and may be extended on mutual consent of both the parties and satisfactory performance of the Consultant.

3. Scope of Work

3.1. Background

India's growing economy, now the fifth largest in the world, is a symbol of rapid development and industrialization. However, this progress has been accompanied by a concerning rise in road safety issues. As per the Ministry of Road Transport and Highways, India recorded over 1.5 lakhs road accident deaths in 2022, contributing to nearly 11% of global fatalities, despite having only 1% of the world's vehicles. This stark disparity points to a critical problem that needs immediate intervention.

While India's economy has expanded, so too has its road network, now the second largest globally. Yet, road infrastructure and safety measures have lagged this expansion. Comparatively, countries like the UK and Sweden, with far more stringent road safety regulations, see fewer than 3,000 road deaths annually despite comparable or higher vehicle densities.

India's states also show troubling variations in road safety records. Tamil Nadu, Maharashtra, and Uttar Pradesh are among the highest contributors to road fatalities. This underscores the need for state-level interventions that take into account local road conditions, traffic patterns, and enforcement capacities.

Without a comprehensive road safety strategy, India risks seeing more lives lost on its roads. India's economic growth must be accompanied by the safety of its citizens, making road safety not just a policy priority, but a human imperative.

3.1.1. State Transport Authority

State Transport Authority (STA), Odisha is an apex body for enforcing and regulating transport administration in the State of Odisha. STA, Odisha plays a vital role in the state's economic activities and touches almost all sections of the community. STA, Odisha is entrusted with the responsibility of various road transport related functions and activities including in administering, regulating and controlling Motor Vehicles in accordance with the provisions of the Motor Vehicles Act, 1988 and the Central Motor Vehicles Rules, 1989. The main mission of STA, Odisha is to ensure the strict compliance of the provision of the Motor Vehicles Act 1988 and undertake various road safety related activities.

3.2. Broad Scope of Work

The broad scope of work for the consultancy firm shall include advisory support and assistance in the following major areas which shall include, but not limited to,

- **Policy & Strategy Formulation:** Assisting the STA Odisha in drafting, reviewing, and updating state-level policies related to transport regulation.
- **Project Structuring & Bid Management:** Preparing feasibility reports, structuring Public-Private Partnership (PPP) projects, drafting concession agreements, and managing the entire bid process (RFQ/RFP/EOI) for the projects relating STA Odisha.
- **Infrastructure Augmentation & Coordination:** Facilitating coordination with central ministries (MHI, MoRTH etc.), BHEL, and other regulatory bodies.
- **Monitoring & Evaluation:** Setting up robust tracking mechanisms to monitor physical and financial progress of ongoing capital projects.
- **Capacity Building & Skilling:** Developing frameworks and roadmaps for sector-specific skilling, particularly in the maritime and aviation domains.

The list of tasks to be undertaken as follows.

3.2.1. Section A: Dedicated Road Safety Project Management Unit (PMU)

3.2.1.1. Strategic Recommendation on Road Safety

The consultancy firm shall provide comprehensive advisory, technical, programmatic and implementation support to the State Transport Authority (STA) on all aspects of road safety.

The scope of work shall include, but not be limited to, the following:

- To advise the STA on all matters pertaining to standards, guidelines and best practices to be observed in the Road Transport sector for improving road safety outcomes.
- Establish and operationalize a **State Road Safety Cell** model, providing end-to-end technical, programmatic and operational support to STA on a continuous basis, including day-to-day coordination with Police, Health Department, Road Owning Agencies, Urban Local Bodies (ULBs) and District Administrations.
- To formulate, revise and periodically update the **State Road Safety Policy, State Electric Vehicle (EV) Policy, Registered Vehicle Scrapping Facility (RVSF) Policy, and Transport Policy**, aligned with national guidelines, Supreme Court Committee on Road Safety directions and evolving best practices.
- To formulate and recommend methods for seeking **public participation and stakeholder engagement** in Road Safety through awareness campaigns, consultations, IEC activities and behaviour change initiatives.
- To develop **data-driven Road Safety Action Plans** at State and District levels using advanced analytics, crash causation analysis, risk profiling and vulnerability mapping of road users, including pedestrians, cyclists, elderly persons, children and persons with disabilities.
- To notify and operationalize **annual targets for reduction of road accidents and fatalities** as fixed by the State Government / Transport Commissioner and

draw up time-bound action plans to achieve the approved targets, along with monitoring and reporting mechanisms.

- To undertake **district-wise and corridor-level crash investigations, black-spot audits and road safety inspections**, including systemic analysis of human, vehicle, road and environmental factors, and propose prioritised short-, medium- and long-term interventions.
- To regularly collect, validate and analyse **Road Accident data**, including identification of high risk locations, road stretches / black spots and vulnerable categories of accident victims for targeted interventions.
- To assess the **overall road safety scenario in the State**, analyse existing conditions and trends, and propose evidence-based solutions in consultation with the STA and other stakeholders.
- Identification and recommendation of **safety measures to be implemented by city and local authorities**, including engineering, enforcement, education and emergency response interventions.
- To suggest areas for **research and development** for improving safety aspects in the Road Transport sector, including maintenance and analysis of road accident statistics and development of innovative, technology-enabled traffic enforcement solutions.
- Introduce **predictive and preventive road safety planning** by leveraging historical crash datasets, GIS layers, traffic flow data and machine-learning techniques to forecast high-risk locations, emerging trends and future safety challenges.
- Design and operationalize **performance monitoring and evaluation frameworks**, including outcome-oriented KPIs such as reduction in fatalities, severity indices, emergency response time, enforcement effectiveness and compliance levels.
- Support creation and operationalization of **sustainable financing mechanisms for road safety**, including establishment of Road Safety Fund, CSR mobilisation, convergence with centrally sponsored schemes and exploration of innovative financing instruments.
- Establish a **sustainable institutional framework for road safety**, covering legal, financial and organisational aspects, and strengthening cooperation and accountability mechanisms between different authorities.
- Provide advisory support for **national and international benchmarking**, documenting and adapting best practices from leading road safety jurisdictions to State and District contexts.

- To facilitate research study of the **traffic flow patterns at mid-block crossings and junctions** across districts and cities and recommend improvements to reduce conflict points and accidents.
- Strengthen the **research, innovation and technology ecosystem for road safety** by piloting next-generation solutions such as AI-based enforcement, connected vehicle data, sensor based monitoring, behavioural analytics and decision support systems.
- Providing advisory support to ensure compliance with:
 - MoRTH Standard Operating Procedures (SOPs)
 - Supreme Court Committee on Road Safety (SCCoRS) directives
 - Motor Vehicles Act, 1988, Central Motor Vehicles Rules, 1989, and other applicable statutory provisions.

3.2.1.2. Capacity Building & Skill Development

The consultancy firm shall support the State Transport Authority (STA) in strengthening institutional capacity, human resources and stakeholder competence for sustainable road safety outcomes. The scope of work shall include, but not be limited to, the following:

- To facilitate and implement **capacity building, training and skill development programs** including training, workshops, seminars, conferences, debates and knowledge sharing platforms on matters relating to Road Safety at State, District and City levels.
- To design, structure and operationalize **large-scale, multi-stakeholder training programs** covering drivers, enforcement agencies, transport officials, engineers, urban local bodies, health responders and other relevant stakeholders.
- Facilitate **specialized training programs** with support from recognised training sponsors and agencies, including but not limited to Heavy Motor Vehicle (HMV) Driver Training, Safe & Defensive Driving, Pre-Driving Test Road Safety Training, Crash Investigation Training, Road Safety Engineering Training and Investigating Officer Training.
- Support development and delivery of **First Responder and Emergency Response training programs**, including standardised curricula, certification mechanisms and refresher programs with support from recognised training sponsors and agencies, to improve post-crash response outcomes.
- Facilitate establishment and strengthening of **Driver Training Ecosystem**, including linkage with Institutes of Driver Training and Research (IDTRs), Automated Testing Stations (ATS), Automated Driving Testing Stations (ADTS)

and other skill development infrastructure with support from recognised training sponsors and agencies.

- Design and support for **standard training modules, SOPs and digital learning content** for enforcement officers, inspectors, engineers and administrative officers, aligned with national standards and evolving enforcement and safety requirements.
- Support for **statewide Information, Education and Communication (IEC) and Behaviour Change Communication (BCC) programs**, including mass campaigns, school-level interventions, community engagement, social media outreach and targeted awareness initiatives for high risk user groups.
- Facilitate **cross-departmental and inter agency capacity building**, enabling coordinated understanding of roles, responsibilities, data systems and enforcement protocols among Transport, Police, Health, Road Owning Agencies and District Administrations.
- Organise **state level, national and inter-state consultations, workshops and conferences** to promote exchange of good practices, innovations and emerging trends in road safety and traffic management.
- Support development of **institutional knowledge management systems**, including documentation of training outcomes, best practices, case studies, and creation of road safety knowledge repositories.
- Support to Mobilize **Corporate Social Responsibility (CSR) funding, partnerships and collaborations** with private sector, NGOs, academic institutions and development agencies to support and scale road safety capacity building initiatives.
- Introduce **future ready capacity building models**, including e-learning platforms, blended learning approaches, simulation based training, virtual classrooms and technology enabled assessment tools.
- Establish **monitoring and evaluation frameworks** to assess effectiveness of capacity building programs, including impact on behaviour change, enforcement quality and road safety outcomes, and recommend continuous improvements.

3.2.1.3. Stakeholder Coordination with Other Departments

The consultancy firm shall act as a central coordination and facilitation agency to ensure effective inter-departmental collaboration for planning, implementation, monitoring and continuous improvement of road safety initiatives across the State. The scope of work shall include, but not be limited to, the following:

- To coordinate closely with the **fund management committee** and concerned departments to ensure that road safety funds are planned, allocated, utilised and monitored effectively and transparently across State and District levels.
- Support planning, prioritisation, utilisation monitoring and reporting of Road Safety Fund / Odisha Road Safety Society funds, including proposal preparation, fund requirement assessment, expenditure tracking and outcome-based physical and financial progress monitoring.
- To facilitate continuous coordination with **Traffic Police, Transport Enforcement Wings and other enforcement agencies**, supporting alignment of enforcement priorities, sharing of actionable insights and implementation of targeted enforcement strategies.
- To act as the **nodal coordination unit** between Transport Department, Police, Health Department, Road Owning Agencies, Urban Local Bodies (ULBs), District Administrations and other relevant stakeholders for execution of road safety programs and initiatives.
- Provide assistance to the Health Department and Police Department for monitoring and evaluation of the **PM RAHAT Scheme**, initiative of the Government of India aimed at strengthening post-crash emergency response and reducing road accident fatalities.
- To support functioning of the State **Road Safety Council**, including preparation of agendas, technical inputs, progress reporting, documentation of decisions and follow up actions.
- Facilitate **integration of data from multiple systems and programs**—including enforcement data, iRAD/eDAR, health and trauma care records, transport databases, and urban traffic systems—into unified road safety dashboards and decision support platforms.
- Facilitate the Establishment and operationalizing of **standard data sharing protocols, workflows and governance mechanisms** to ensure data accuracy, interoperability, privacy and institutional ownership across departments.
- Provide coordination support for **joint planning and execution of road safety interventions**, including engineering improvements, enforcement drives, awareness campaigns and emergency response initiatives.
- Facilitate **periodic inter-departmental reviews and coordination meetings**, enabling issue resolution, alignment of responsibilities, and tracking of agreed actions at State and District levels.

- Support **institutional strengthening and role clarity** across participating departments by defining SOPs, escalation mechanisms, reporting structures and accountability frameworks.
- Enable coordination with **national agencies, technology partners, consultants and vendors** involved in road safety, enforcement, IT systems and infrastructure projects to ensure seamless implementation and integration.
- Support development of **integrated road safety dashboards and command level reporting systems**, providing leadership with real time visibility on enforcement performance, crash trends, response timelines and program outcomes.
- Introduce **future ready coordination mechanisms**, including digital collaboration platforms, automated reporting, workflow management tools and data driven review processes to enhance efficiency and sustainability of inter agency coordination.

3.2.1.4. Facilitate Implementation of Road Safety Programs

The consultancy firm shall facilitate, coordinate and support the effective implementation of road safety–related schemes, projects and regulatory directions issued by the Central Government, State Government, and statutory bodies. The scope of work shall include, but not be limited to, the following:

- To facilitate and ensure **implementation of directions, advisories and compliance requirements** issued from time to time by the Central Government, State Government and the Supreme Court Committee on Road Safety, including monitoring and reporting of compliance status.
- To support implementation of **State Road Safety Schemes, Projects and Programs** as recommended by the State Road Safety Council, District Road Safety Committees and other statutory or empowered bodies.
- To act as a **program management and coordination support unit** for planning, sequencing, execution and monitoring of road safety interventions across enforcement, engineering, education and emergency response domains.
- To facilitate implementation of **district-level and corridor-specific Road Safety Action Plans**, ensuring alignment with approved policies, funding mechanisms and timelines.
- To provide technical and operational support for **deployment, adoption and effective use of iRAD / eDAR systems** for road crash data recording,

validation and analysis, including stakeholder onboarding and capacity building.

- To facilitate proper data capture, quality assurance and institutional adoption of **Integrated Road Accident Database (iRAD)** and related systems by all concerned stakeholders, and bridge gaps in reporting and usage.
- To support implementation of **Information technology-enabled road safety initiatives**, including intelligent enforcement, surveillance systems, vehicle tracking solutions, dashboards and data analytics platforms.
- To assist STA and implementing agencies in **program monitoring, progress tracking and outcome evaluation**, including preparation of MIS reports, dashboards and periodic review submissions at State and District levels.
- To facilitate **inter-departmental coordination and field-level implementation support**, resolving operational bottlenecks and ensuring timely execution of road safety measures.
- To support **emergency response and post-crash care programs**, including coordination with the Health Department, ambulance services, trauma care centres and first responder networks.
- Support identification, prioritisation, monitoring and post-rectification assessment of notified **blackspots, repeated accident locations and high-risk corridors**, including coordination with road-owning agencies and review of engineering interventions, with special focus on school zones, market areas, junctions, pedestrian crossings and vulnerable stretches
- Plan and support implementation of targeted safety interventions for **vulnerable road users** including pedestrians, two-wheeler riders, cyclists, school children, elderly persons, public transport users and persons with disabilities through appropriate engineering, enforcement, education and awareness measures.
- Support design and implementation of **safety programs for commercial vehicle drivers and fleets**, including driver training, refresher programs, fatigue and alcohol monitoring systems, school bus safety, fleet safety audits and formulation of safety standards for public and commercial transport operations.
- To provide **handholding support during pilot, scale-up and institutionalization phases** of road safety programs to ensure long-term sustainability and ownership by STA and partner departments.

- To introduce **outcome based implementation frameworks**, linking program activities with measurable road safety indicators such as reduction in fatalities, response time improvement and compliance levels.
- To support adoption of **future ready program implementation models**, including digital workflows, automated monitoring systems, standard operating procedures (SOPs) and adaptive planning mechanisms for continuous improvement.

3.2.2. Section B: Technical Support Unit (TSU)

3.2.2.1. Intelligent Enforcement Management System (IEMS) & Electronic Enforcement

The consultancy firm shall provide end to end advisory, transaction support, implementation monitoring, analytics, and performance oversight for planning, deployment, and operationalization of the Intelligent Enforcement Management System (IEMS) and allied electronic enforcement initiatives. The scope of work shall include, but not be limited to, the following:

- Provide **transaction advisory support** for IEMS, including preparation and review of technical specifications, Functional Requirement Specifications (FRS), and system design documents in alignment with MoRTH guidelines, statutory requirements, interoperability standards, and project objectives.
- Develop **Service Level Agreement (SLA) frameworks** defining performance parameters, uptime requirements, accuracy benchmarks, reporting obligations, penalty/credit mechanisms, and escalation matrices.
- Support structuring of **financial models, cost components, payment mechanisms**, and provide technical and financial inputs required for RFP preparation and procurement processes.
- Support the Transport Department during **technical and financial bid evaluation**, including clarification handling, compliance checks, scoring support, evaluation documentation, and contract finalization.
- Review and validate **vendor proposed implementation schedules, milestones, phasing plans, and deployment roadmaps**, including location prioritisation and coverage targets.
- Provide **technology advisory and system level oversight** for IEMS, including guidance on system architecture, scalability, interoperability, future proofing, cybersecurity, secure communications, data privacy, logging, backup, and audit readiness.
- Advise on adoption of **emerging technologies** such as AI/ML, GIS based systems, advanced analytics, and other digital innovations to enhance enforcement accuracy, data integrity, spatial intelligence, and decision making.

- Monitor and validate **system integration and interoperability** with national, state, and city level platforms including VAHAN, SARATHI, e Challan, eDAR/iRAD, ICCCs, ATMS, and Traffic Control Rooms.
- Provide **field level monitoring and advisory support** for installation activities, site readiness, compliance with approved designs, accuracy testing, and validation of Factory Acceptance Tests (FAT) and Site Acceptance Tests (SAT) prior to commissioning.
- Support establishment, strengthening, and operational readiness of **State/District/City Traffic Control Rooms**, including review of dashboards, analytics, alerts, MIS configurations, data flow, and access-control mechanisms.
- Provide **infrastructure advisory** for civil and electrical works related to IEMS, including review of designs, structural safety, load considerations, electrical systems, integration with road geometry, utilities, and pedestrian facilities.
- Monitor **project governance, progress, risks, milestones, and deliverables** related to IEMS implementation and support coordination among departments, vendors, and implementing agencies for issue resolution.
- Establish **monitoring and evaluation frameworks** and KPIs for system performance, including verification of system uptime, ANPR accuracy, violation to challan conversion efficiency, and overall SLA compliance.
- Conduct **periodic reviews and independent assessments** of IEMS operations, data integrity, legal admissibility, and compliance with Motor Vehicles Act provisions, and recommend corrective measures.
- Provide **traffic enforcement data analytics** support, including analysis of violation trends, repeat offenders, revenue patterns, district and corridor performance, and correlation of enforcement outcomes with crash hotspots to optimize enforcement strategies and improve road safety outcomes.

3.2.2.2. Procurement Support

The consultancy firm shall provide comprehensive procurement, transaction advisory and contract management support to the State Transport Authority (STA) and the Transport Department for planning, execution and monitoring of road safety and allied initiatives. The scope of work shall include, but not be limited to, the following:

- To provide **procurement support for engagement of agencies** for Road Safety, enforcement, IT systems and allied activities, covering the entire procurement lifecycle.
- To provide advisory support including feasibility studies, **Detailed Project Reports (DPRs), preparation and review of technical specifications, Functional Requirement Specifications (FRS), and bid documents** for road safety-related infrastructure and technology initiatives.

- To support **structuring of procurement strategies**, including project packaging, selection of appropriate procurement models, risk allocation, and alignment with program objectives and timelines.
- To assist in preparation of **RFP/RFQ documents**, including eligibility criteria, technical evaluation matrices, financial structures, payment milestones, and Service Level Agreements (SLAs).
- To provide **transaction advisory support during bid process management**, including pre-bid meetings, response to queries, technical and financial bid evaluation, scoring support, and evaluation documentation.
- To assist STA in **contract finalization**, review of contractual clauses, risk mitigation provisions, performance security, penalty mechanisms, and post-award documentation.
- To support **vendor onboarding and transition from procurement to implementation**, ensuring clarity of roles, responsibilities, deliverables, timelines, and reporting requirements.
- To ensure **compliance with applicable government procurement rules, financial regulations, vigilance requirements and audit norms**, while maintaining transparency and competitiveness.
- To develop **standard procurement templates, SOPs** and toolkits to strengthen institutional capacity of STA for future and repeat procurements.

3.2.2.3. Infrastructure Improvement Advisory

The consultancy firm shall provide advisory and support services to the State Transport Authority (STA) for planning, procurement, implementation and monitoring of road safety–related infrastructure and allied transport initiatives. The scope of work shall include, but not be limited to, the following:

- Provide advisory support across the procurement lifecycle for engagement of agencies for road safety–related infrastructure, systems and programs, including technical inputs and transaction support.
- Assist STA in preparation and review of feasibility studies, Detailed Project Reports (DPRs), technical specifications, bid documents, RFPs/RFQs, bid evaluation and transaction advisory for creation of new road safety and transport infrastructure.
- Support procurement and implementation of road safety and transport infrastructure projects including, but not limited to, Automated Testing Stations (ATS), Automated Driving Testing Stations (ADTS), Intelligent Enforcement

Systems, Trauma Care Facilities, Driver Training Institutes, Registered Vehicle Scrapping Facilities and allied infrastructure.

- Advise on selection of appropriate procurement and delivery models, project packaging, risk allocation, procurement timelines and implementation strategies aligned with program priorities.
- Provide end-to-end bid process management support including pre-bid consultations, response to queries, technical and financial bid evaluation support, negotiations and assistance up to contract award.
- Support contract management and implementation, including monitoring vendor performance, milestone tracking, review of deliverables, risk mitigation and resolution of contractual issues.
- Advise on adoption of suitable financing and implementation models such as PPP, DBOT, hybrid annuity, O&M, outcome-based contracts and performance-linked payment mechanisms, as applicable.
- Ensure compliance with applicable government procurement rules, financial regulations, vigilance guidelines and audit requirements while maintaining transparency and competitiveness.
- Provide advisory support for technology procurement including system architecture review, interoperability requirements, cybersecurity considerations and lifecycle cost analysis.
- Develop standard procurement templates, SOPs and toolkits to strengthen STA's institutional capacity for recurring and future procurements.

3.2.2.4. Digital Systems, Data Integration & Technical Analytics

Consolidate the existing provisions on dashboards, MIS data integration, technical data quality checks, GIS, predictive analytics, AI/ML, Digital Workflow and Technology pilots. Include technical support for iRAD/eDAR, vehicle tracking systems, data – sharing standards and digital learning platforms.

4. Standard Form of Contract

Note: This draft Agreement is a generic document and shall be modified based on particulars of the Project.

I. Form of Contract

This CONTRACT (hereinafter called the "Contract") is made the [day] day of the month of [month], [year], between [name of] (hereinafter called the ""), of the First Part and, [name of Consultant] (hereinafter called the "Consultant") of the Second Part.

WHEREAS

(a) the Consultant, having represented to the "STA" that he has the required professional skills, personnel and technical resources, has offered to provide in response to the Tender Notice dated issued by the ;

(b) the "STA" has accepted the offer of the Consultant to provide the services on the terms and conditions set forth in this Contract.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:

- a. The General Conditions of Contract;
- b. The Special Conditions of Contract;
- c. The following Appendices:

Description of Services

Reporting Requirements

Staffing schedule

Cost Estimates

Duties of the "Consultant"

Duties of the Agency

2. The mutual rights and obligations of the "STA" and the Consultant shall be as set forth in the Contract, in particular:

- a. the Consultants shall carry out and complete the Services in accordance with the provisions of the Contract; and
- b. the "STA" shall make payments to the Consultant in accordance with the provisions of the Contract.

The bidder shall be a single legal entity. Joint Venture (JV) / Consortium is not permitted for this assignment. The bid shall be submitted only by the bidding entity in its own name. Credentials of parent company / affiliate company shall not be considered. In all circumstances, the bidder shall remain solely responsible for performance of the Contract. Any adverse legal ruling within one year prior to bid submission may lead to disqualification. The Bidder is responsible for contract performance and coordination, including negotiations, communication, and project administration. All Bidders must confirm compliance as per Annexure-8 and disclose any relevant legal orders or rulings at the time of bid submission.

4.1. General Provisions

4.1.1. Definitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- a. "Applicable Law" means the laws and any other instruments having the force of law in Odisha for the time being.
- b. "Agency" means any private or public entity that will provide the Services to the "" under the Contract.

- c. "Contract" means the Contract signed by the Parties and all the attached documents listed in its Clause 1, that is the General Conditions, the Special Conditions (SC) and the Appendices.
- d. "Day" means calendar day.
- e. "Effective Date" means the date on which this Contract comes into force and effect pursuant to Clause
- f. "Foreign Currency" means any currency other than the currency of the "s" country.
- g. "GC" means these General Conditions of Contract.
- h. "Government" means the Government of Odisha
- i. "Local Currency" means Indian Rupees.
- j. "notice" Written communication sent to Address for communication mentioned in contract.
- k. "Party" means the w' or the Agency, as the case may be, and "Parties" means both of them.
- l. "Personnel" means professionals and support staff provided by the Agency assigned to perform the Services or any part thereof; "Foreign Personnel" means such professionals and support staff who at the time of being so provided had their domicile outside the
- m. Government's country; "Local Personnel" means such professionals and support staff who at the time of being so provided had their domicile inside the Government's country; and "Key Personnel" means the Personnel referred to in Clause
- n. "Reimbursable expenses" means all assignment-related costs [such as travel, translation, report printing, secretarial expenses, subject to specified maximum limits in the Contract].
- o. "SC" means the Special Conditions of Contract by which the Clauses may be amended or supplemented.
- p. "Services" means the work to be performed by the Agency pursuant to this Contract, as described in this RFP hereto.
- q. "Third Party" means any person or entity other than the c", or the Agency.
- r. "In writing" means communicated in written form with proof of receipt.

4.1.2. Relationship Between the Parties

Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent as between the "STA" and the Consultant. The Consultant, subject to this Contract, has complete charge of Personnel, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.

4.1.3. Law Governing Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the applicable laws of India.

4.1.4. Headings

The headings shall not limit, alter or affect the meaning of this Contract.

4.1.5. Notices

- a) Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered post to such Party at the address specified in the SC.
- b) A Party may change its address by giving notice to the other Party in writing of such change to the address specified in the SC.

4.1.6. Location

The Services shall be performed at such locations as would be decided by STA.

4.1.7. Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the "STA" or the Consultant may be taken or executed as would be decided by STA.

4.1.8. Taxes and Duties

The Consultants and Personnel shall be liable to pay such direct and indirect taxes, duties, fees and other impositions levied under the applicable laws of India without any liability to STA.

4.1.9. Fraud and Corruption

Definitions: That Consultants observe the highest standard of ethics during the execution of the Contract. In pursuance of this policy, the STA defines, for the purpose of this provision, the terms set forth below as follows:

- a) "commit practice" means the offering, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the selection process or in contract execution;
- b) "fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;
- c) "collusive practices" means a scheme or arrangement between two or more consultants, with or without the knowledge of the STA designed to establish prices at artificial, non- competitive levels;
- d) "coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract;

4.1.10. Measures to be taken by the Consultant

- a) The STA may terminate the contract if it determines at any time that the consultant were engaged in corrupt, fraudulent, collusive or coercive practices during the selection process or the execution of that contract;

- b) The STA may also sanction against the Consultant, including declaring the Consultant ineligible, black listed, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the Consultant has, directly or through an agent, engaged in commit, fraudulent, collusive or coercive practices in competing for, or in executing, an STA financed contract;

4.1.11. Commissions and Fees

At the time of execution of this Contract, the Consultants shall disclose any commissions or fees that may have been paid or are agreed to be paid to agents, representatives, or commission agents with respect to the selection process or execution of the contract. The information disclosed must include at least the name and address of the agent, representative, or commission agent, the amount and currency, and the purpose of the commission or fee.

4.2. Commencement, Completion, Modification & Termination

4.2.1. Effectiveness of Contract

This Contract shall come into force and effect on the date (the "Effective Date") mentioned in the contract.

4.2.2. Termination of Contract for Failure to Become Effective

If this Contract has not become effective or acted upon within such time period after the date of the Contract signed by the Parties as specified in the SC, either Party may, by not less than twenty one (21) days written notice to the other Party, declare this Contract to be null and void, and in the event of such a declaration by either Party, neither Party shall have any claim against the other Party with respect hereto.

4.2.3. Commencement of Services

The Consultant shall carry out the Services assigned by STA not later than the number of days after the Effective Date specified in the SC.

4.2.4. Expiration of Contract

Unless terminated earlier pursuant to Clause Hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SC.

4.2.5. Entire Agreement

This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any other statement, representation, promise or agreement not set forth herein.

4.2.6. Modifications or Variations

- a) Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. Pursuant to Clause Hereof, however, each Party shall give due consideration to any proposals for modification or variation made by the other Party.
- b) In cases of substantial modifications or variations, the prior written consent of the STA is required.

4.3. Legal Jurisdiction

All legal disputes are subject to the jurisdiction of the civil court of Kataka only within Odisha.

4.4. Governing Law and Penalty Clause

The schedule given for delivery is to be strictly adhered to in view of the strict time schedule. Any unjustified and unacceptable delay in delivery shall render the bidder liable for liquidated damages and thereafter the STA holds the option for cancellation of the contract for pending activities and completes the same from any other agency. The STA may deduct such sum from any money from their hands due or become due to the bidder. The payment or deduction of such sums shall not relieve the bidder from his obligations and liabilities under the contract. The rights and obligations of the STA and the bidder under this contract will be governed by the prevailing laws of Government of India/ Government of Odisha

4.5. Copyright, Patents and Proprietary Rights

State Transport Authority, Odisha shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights and trademarks, with regard to documents and other materials which bear a direct relation to or are prepared or collected in consequence or in the course of the execution of this contract. At the STA's request, the Consultant shall take all necessary steps to submit them to the STA in compliance with the requirements of the contract.

4.6. Replacement of Key Personnel

The key professionals to be deployed under this contract must be dedicated in nature. However, the STA reserves the right to request the Consultant to replace the assigned personnel if they are not performing to a level of satisfaction. After written notification, the Consultant will provide CV of appropriate candidates within Thirty (30) working days for review and approval. The Consultant must replace the personnel within Thirty (30) working days from the date of approval of replacement. If one or more key personnel become unavailable/leaves the project for any reason midway under the contract, the Consultant must notify the STA at least fourteen (14) days in advance and obtain the approval prior to making any substitution. In notifying the STA, the Consultant shall provide an explanation of circumstances necessitating the proposed replacement and submit justification and qualification of replacement personnel in sufficient detail to permit evaluation of the impact on the engagement. Acceptance of a replacement person by the STA shall not relieve the consultant from responsibility for failure to meet the requirements of the contract. Change in key professionals beyond the allowable limit of the contract leads to implication of liquidated damage up to 5% of the contract value.

4.7. Liability

The liability of the selected consultant under this agreement in any case shall not be beyond the amount of fees payable to the selected consultant under this agreement.

4.8. Indemnity

The Consultant at all times during the pendency of this agreement, keep the Government/ Authority/ Corporation/ STA indemnified to an amount not exceeding the total fees payable to the consultant under this agreement.

4.9. Force Majeure

For the purpose of this clause, "Force Majeure" means an event beyond the control of the agency and not involving the agency's fault or negligence and not foreseeable. Such events may include, but are not restricted, war so revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the agency, which prevents or delays the execution of the order by the agency. If a force Majeure situation arises, the agency shall promptly notify STA in writing of such condition, the cause thereof and the change that is necessitated due to the condition. Until and unless otherwise directed by the STA in writing, the Agency shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The agency shall advise STA in writing, the beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event of a delay lasting for more than one month, if arising out of causes of Force Majeure, STA reserves the right to cancel the contract without any obligation to compensate the agency in any manner for whatsoever reason.

4.9.1. Force Majeure shall not include

- a. any event which is caused by the negligence or intentional action of a Party or by or of such Parties or agents or employees nor
- b. any event which a diligent Party could reasonably have been expected both to consider at the time of the conclusion of this Contract and avoid or overcome in the carrying out of its obligations hereunder.
- c. Subject to clause 4.10.2, Force Majeure shall not include insufficiency of funds or inability to make any payment required hereunder.

4.9.2. No Breach of Contract

The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.

4.9.3. Measures to be Taken

- i. Obligations under the Contract as far as is reasonably practical and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.
- ii. A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.
- iii. Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.
- iv. During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant, upon instructions by the "STA", shall either:
 - demobilize, or
 - continue with the Services to the extent possible, in which case the Consultant shall continue to be paid proportionately and on a pro-rata basis, under the terms of this Contract.
- v. In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to Clause 4.7.

4.10. Service Level and Penalty

Delays in the Selected Agency's performance

Performance of the services shall be made by a selected agency in accordance with the service levels as specified in below table:

Sl.	Service Level	Expected Service Level	Penalty Level in case of default
1	Deployment of all personals for project after signing the contract or any subsequent requirement from the STA during the contract period	· Within 2 weeks after acceptance of LOA	A 5% penalty on the monthly payment of the concerned resource(s), payable in the succeeding month only, and not on the total monthly payment.

Replacement will be allowed in case any of the following holds true for the personnel.

- I. Resignation and Medical emergency of personnel subject to furnishing of appropriate relieving certificate to STA.

- II. Any unavoidable circumstance with appropriate reasons provided in writing and agreed by the STA.

Sl. No.	Service Level	Expected Service Level	Penalty Level in case of default
1	Replacement of Personnel on resignation/medical emergencies (including death)	a. Resignation: Alternate CV must be submitted before 1 month in case of resignation including Minimum 2 weeks of handover time. of RFP. b. Medical Reason (including death): Alternate CV must be submitted before 2 weeks from the date of event Replacement CV to meet the required criteria	A 5% penalty on the monthly payment of the concerned resource(s), payable in the succeeding month only, and not on the total monthly payment. (Above penalty will be levied if the personnel will not report at STA after 3 weeks from the date of acceptance /approval of CV by STA)
2	Replacement of personnel at request of STA due to non-performance of resource	Maximum 3 weeks from date of intimation by the STA, including Minimum 2 weeks of Handover time. Replacement CV to meet the required criteria of RFP	A 5% penalty on the monthly payment of the concerned resource(s), payable in the succeeding month only, and not on the total monthly payment. Note: above penalty will be levied if the personnel will not report at STA after 3 weeks from the date of acceptance/ approval of CV by STA)
3	Replacement of personnel at the request of the Selected Agency	No replacement within 3 Months. Maximum 1 replacement within a year, with minimum 2 weeks of handover time	A 5% penalty on the monthly payment of the concerned resource(s), payable in the succeeding month only, and not on the total monthly payment.
4	Deployment of only those candidates that have been approved by STA	No changes shall be made within 3 months from the start of the project.	A 5% penalty on the monthly payment of the concerned resource(s), payable in the succeeding month only, and not on the total monthly payment.

4.10.1. Calculation of Penalties

- In situations where the Selected Agency has incurred a Penalty of equal to or more than Five (5) % for Three (3) consecutive months at any time during the Contract Period, the STA reserves the right to either invoke the termination clause or terminate the contract.
- The STA also reserves the right to invoke the Performance Security furnished by the Selected Agency at the time of signing the Contract with the, if for any reason stated in the Contract document, the Contract of the Selected Agency shall be terminated.
- Total Penalty shall be capped subject to 5% of the Monthly total payments at any time of the Contract. In such a situation where the total penalty exceeds the above limit of 5% of the contract value at any time during the project tenure, the STA reserves the right to terminate the Contract.

4.10.2. Service Levels Change Control

- It is acknowledged that the Service Levels may change as the roles and responsibilities evolve over the course of the Contract period. Any changes to the Service Level provided during the term of the Contract between the STA and the Selected Agency, as defined above, documented and negotiated in good faith by the Selected Agency. Change in Service Level can be requested by either party.
- Upon receiving any revised requirement in writing from STA, the Selected Agency would discuss the matter with the STA for better understanding and requirement.
- In case such a requirement arises from the side of the Selected Agency, it would communicate in writing the matter to STA as well as discuss the matter with STA, giving reasons thereof.
- In either of the two cases as explained above, both the parties will discuss the revised requirement for better understanding and to mutually decide whether such requirement constitutes a change in Service Levels or not.
- If it is mutually agreed that such a requirement constitutes a "Change in Service Levels" then a new Service Level Agreement will be prepared and signed by the Selected Agency and to confirm a "Change in Service Level" and will be documented as an addendum to this Contract.
- In case, mutual Agreement is not reached, then the Selected Agency shall continue providing Services under the current Service Levels as defined in the contract.

4.11. Payment Milestone & Timeline

Following are the payment milestones and deliverables for the consultant

#	Project Milestone	T in Days
1.	Issuance of LOA/Work Order	T_0
2.	Acceptance of LoA and Deposit of performance security	$T_0 + 15$ Days
3.	Deployment of manpower at Office of the Transport Commissioner, State Transport Authority, Kataka. Odisha	$T_0 + 15$ Days

4.12. Contract Period, Extension & Resource Deployment

The Contract shall be for a period of 36 months from the date of commencement, which shall be deemed as the date of deployment of personnel at the State Transport Authority, Odisha.

Based on the requirement and necessity of the Department, the Contract may be extended subject to satisfactory performance of the Consultancy Firm/Agency and mutual agreement on the continued engagement.

Any such extension shall be communicated to the Consultancy Firm/Agency in writing. The Authority reserves the right to increase, decrease, add, or withdraw resources during the Contract period, including any extended period, based on the requirements and needs of the Department.

The core project team shall be deployed onsite at the office of the State Transport Authority, Odisha, on a full-time basis. Physical presence may be relaxed only under circumstances that reasonably restrict onsite deployment, subject to prior written approval of the competent authority.

The State Transport Authority, Odisha reserves the right to increase or decrease the number of deployed resources and experts during the Contract Period, and subject to the terms and conditions of the Contract. Any additional resources deployed pursuant to such requirement shall be paid strictly at the approved man-month rates specified in the Contract.

All consultant personnel shall be stationed at the office of the State Transport Authority, Kataka, Odisha, or in Camp office in Bhubaneswar Odisha as required by the Transport Commissioner, Odisha to ensure effective coordination and execution of the assignment.

4.13. Payment terms and Schedule

- i. The payments shall be released in accordance with the terms and conditions specified in this Section and the Contract.
- ii. The Selected Agency shall submit invoices on a monthly basis along with attendance records and supporting documents.
- iii. Payments shall be released within fifteen (15) days from the date of submission of complete and correct invoices, along with all required supporting documents.
- iv. The Selected Agency shall submit the Monthly Progress Report (MPR) in accordance with the Contract. Payment shall be released by the State Transport Authority (STA) upon receipt of the MPR.
- v. Travel Allowance (TA), Dearness Allowance (DA), and other travel-related expenses incurred by deployed consultants for official travel outside Bhubaneswar / Kataka shall be reimbursed only in cases where travel arrangements are not arranged by STA, and with prior approval of the competent authority. Reimbursement shall be admissible at rates applicable to officers of equivalent class in the Government of Odisha.
- vi. For reimbursement of travel expenses, the deployed consultants shall submit Travel Expense Claims along with supporting documents including tickets, boarding passes, hotel bills, fuel bills (as applicable), and approval of the competent authority.

- vii. Submission of original or duly verified copies of hotel bills, travel tickets, fuel bills, and related vouchers shall be mandatory for processing Travel Expense Claims.
- viii. For official travel within Bhubaneswar / Kataka, consultants shall make their own arrangements for conveyance. Local travel expenses shall not be reimbursable unless specifically approved in writing by the competent authority.
- ix. No payment shall be made for any additional work, services, or activities beyond the approved Scope of Work, unless the same has been expressly approved in writing by the competent authority of the State Transport Authority, Odisha.

4.14. STA Services and Facilities

Office space, furniture, colour printer, scanner, office stationery, internet, broadband, printing papers, printer cartridges, licensing software will be made available to the Expert/Consultants by State Transport Authority Odisha. The bidder will only provide laptops/desktops to the Experts/Consultants.

4.15. Working Days & Leave Availability of Resources

All the resources as mentioned above shall be available on all working days as per Govt. of Odisha calendar and as and when asked by the STA. In each month the Resources will be deputed onsite at STA premises for all working days:

- *(Especially 22 or 23 working days in February /*
- *24 working days for months' having 30 calendar days /*
- *25 working days for months' having 31 calendar days), excluding (4) Sundays' and (2) Saturdays'.*

Monthly billing will be executed for the aforementioned working days. Any additional assignment that would require resources to perform activities on non-working days will attract additional billing for the said month. Resources deployed by bidder may be allowed 24 (Twenty-Four) leaves per year (*One Sick Leave and One Casual Leave per month*) on a pro-rata basis, however prior intimation of the State Transport Authority Odisha shall be required before availing the leave.

4.16. No Idle Time Charges

No idle time charges shall be payable by the STA, in any case whatsoever.

Action and Compensation in case of default:

Condition of Default:

- a. The deliverables at any stage of the project as developed/implemented by the selected agency do not take care of all or part thereof the scope of work as agreed and defined under the contract with the.
- b. The deliverables at any stage of the project as developed/ implemented by the selected agency fail to achieve the desired result or do not meet the intended quality and objective as required by the STA.
- c. The documentation is not complete and exhaustive.
- d. There is a change in resource before the completion of a pre-defined period.

The STA may impose a penalty on the selected agency providing the services as per the service levels defined in this RFP.

4.17. Termination

The "STA" may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (i) of this Clause.

- a. If the Consultant fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension hereinabove, within thirty (30) days of receipt of such notice of suspension or within such further period as the "STA" may have subsequently been approved in writing. In the event of termination, the State Transport Authority Odisha. shall pay service providers for goods delivered and services rendered till the date of termination.
- b. If the Consultant becomes (or, if the Consultant consists of more than one entity, if any of its members becomes and which has substantial bearing on providing Services under this contract) insolvent or go into liquidation or receivership whether compulsory or voluntary.
- c. If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings.
- d. If the Consultant, in the judgment of the "STA", has engaged in corrupt or fraudulent practices in competing for or in executing this Contract.
- e. If the Consultant submits to the "STA" a false statement which has a material effect on the rights, obligations or interests of the "STA".
- f. If the Consultant places itself in a position of conflict of interest or fails to disclose promptly any conflict of interest to the STA.
- g. If the consultant fails to provide the quality services as envisaged under this Contract. The Monitoring Committee formulated by STA to monitor the progress of the assignment may make judgment regarding the poor quality of services, the reasons for which shall be recorded in writing. The Monitoring

Committee may decide to give one chance to the consultant to improve the quality of the services.

- h. If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- l. In such an occurrence the "STA" shall give a not less than thirty (30) days' written notice of termination to the Consultants, and sixty (60) days in case of the event referred to in (h).

4.17.1. By the Consultant

The Consultant may terminate this Contract, by not less than thirty (30) days' written notice to the "STA", in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

- a) If the "STA" fails to pay any money due to the Consultant pursuant to this Contract and not subject to dispute hereof within forty-five (45) days after receiving written notice from the Consultant that such payment is overdue.
- b) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- c) If the "STA" fails to comply with any final decision reached as a result of arbitration hereof.
- d) If the "STA" is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Consultant may have subsequently approved in writing) following the receipt by the "STA" of the Consultant's notice specifying such breach.

4.17.2. Cessation of Rights and Obligations

Upon termination of this Contract, or upon expiration of this Contract all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, (ii) the obligation of confidentiality set forth, (iii) the Consultant's obligation to permit inspection, copying and auditing of their accounts and records set forth, and (iv) any right which a Party may have under the Law.

4.17.3. Cessation of Services

Upon termination of this Contract by notice of either Party to the other, the Consultant shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Consultant and equipment and materials furnished by the "STA", the Consultant shall proceed as provided, respectively.

4.17.4. Payment upon Termination

Upon termination of this Contract the "STA" shall make the following payments to the Consultant:

- a. If the Contract is terminated pursuant to Clause 4.17, (h) or, remuneration pursuant to Clause 4.17 (i) hereof for Services satisfactorily performed prior to the effective date of termination, and reimbursable expenditures for expenditures actually and reasonably incurred prior to the effective date of termination;
- b. If the agreement is terminated pursuant of Clause 4.17 (a) to (f), the consultant shall not be entitled to receive any agreed payments upon termination of the contract. However, the "STA" may consider making payment for the part satisfactorily performed on the basis of Quantum Meruit as assessed by it, if such part is of economic utility to the STA. Applicable Under such circumstances, upon termination, the may also impose liquidated damages as per the provisions of this RFP. The consultant will be required to pay any such liquidated damages within 30 days of termination date.

4.17.5. Disputes about Events of Termination

Any dispute between the parties will be resolved amicably. If the dispute is not resolved, the court at Kataka will have jurisdiction to adjudicate the matter.

4.18. Exit Policy

- At the time of expiry of Contract period, as per the Contract, between the Selected Agency and the STA, the Agency needs to ensure a complete knowledge transfer by their deployed Personnel to the new Personnel replacing them.
- Confidential Information, Security and Data: The Selected Agency on the commencement of the exit management period will promptly supply all the following:
 - All information relating to the current services rendered.
 - Documentation relating to any of the Project's Intellectual Property Rights.
 - Any Project data and confidential information.
 - All other information (including but not limited to documents, records and Agreements) relating to the services reasonably necessary to enable, to carry out due diligence in order to transition the provision of the Services to ;
 - All hardware (including laptops, printers, pen drives etc., if any,) which is a property of the STA. Before the date of exit of Selected Agency, the Selected Agency shall deliver to the STA all new or up-dated materials from the categories set out in clauses above and shall not retain any copies thereof. However, the Selected agency may retain the copy of documents, records,

working paper etc. which they have acquired during execution of the assignment/already delivered to

4.19. Obligations of the Consultant

4.19.1. General

4.22.1.1 Standard of Performance:

The Consultant shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful adviser to the "", and shall at all times support and safeguard the "STA's legitimate interests in any dealings with or Third Parties.

4.19.2. Conflict of Interests

The Consultant shall hold the "STA's interests paramount, without any consideration for future work, and strictly avoid conflict of interest with other assignments or their own corporate interests. If during the period of this contract, a conflict of interest arises for any reasons, the Consultant shall promptly disclose the same to the STA and seek its instructions.

4.22.2.1 Consultant not to benefit from Commissions, Discounts, etc.:

a. The payment of the Consultant shall constitute the Consultant's only payment in connection with this Contract and, subject to, the Consultant shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or in the discharge of its obligations hereunder, and the Consultant shall use its best efforts to ensure that as well as the Personnel and agents of either of them, similarly shall not receive any such additional payment.

b. Furthermore, if the Consultant, as part of the Services, has the responsibility of advising the "STA" on the procurement of goods, works or services, the Consultant shall comply with the STA's applicable procurement guidelines, and shall at all times exercise such responsibility in the best interest of the "STA". Any discounts or commissions obtained by the Consultant in the exercise of such procurement responsibility shall be for the account of the "STA".

4.22.2.2 Consultant and Affiliates Not to Engage in Certain Activities: The Consultant agrees that, during the term of this Contract, the Consultant and any entity affiliated with the Consultant, any entity affiliated, shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Consultant's Services for the preparation or implementation of the project.

4.22.2.3 Prohibition of Conflicting Activities: The Consultant shall not engage, and shall cause their Personnel not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this Contract.

4.22.2.4 Confidentiality: Except with the prior written consent of the "STA", the Consultant and the Personnel shall not at any time communicate to any person or entity an confidential

information acquired in the course of the Services, nor shall the Consultant and its Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

4.22.2.5 insurance to be Taken out by the Consultant: The Consultant (i) shall take out and maintain, and shall cause any person to take out and maintain insurance, at their own cost but on terms and conditions approved by the "STA", insurance against the risks, and for the coverage specified in the SC, and (ii) at the "STA's request, shall provide evidence to the "STA" showing that such insurance has been taken out and maintained and that the current premiums therefore have been paid.

4.22.2.6 Accounting, Inspection and Auditing: The Consultant (i) shall keep accurate and systematic accounts and records in respect of the Services hereunder, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify all relevant time changes and costs, and the bases thereof, and (ii) shall periodically permit the "STA" or its designated representative and/or the , and up to five years from expiration or termination of this Contract, to inspect the same and make copies thereof as well as to have them audited by auditors appointed by the "STA" or the , if so required by the "STA" or the as the case may be.

4.22.2.7 Consultant's Actions Requiring "'s Prior Approval: The Consultant shall obtain the "STA's prior approval in writing before taking any of the following actions:

(a) Any change or addition to the Personnel listed in above.

(b) **Subcontracts:** the Consultant shall not subcontract work relating to the Services to an extent and with such experts and entities without prior approval by the "STA". Notwithstanding such approval, the Consultant shall always retain full responsibility for the Services. Consultant to provide a replacement, with qualifications and experience acceptable to the "STA", or to resume the performance of the Services itself.

4.22.2.8 Reporting Obligations: The Consultant shall submit to the "STA" the reports and documents specified in this RFP hereto, in the form, in the numbers and within the time periods set forth in this RFP. Final reports shall be delivered in E-Mail or any other mode as decided by STA in addition to the hard copies specified in as specified in this RFP.

4.22.2.9 Documents Prepared by the Consultant to be the Property of the "STA" : All plans, drawings, specifications, designs, reports, other documents and software prepared by the Consultant for the STA" under this Contract shall become and remain the property of the "STA", and the Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to the "STA", together with a detailed inventory thereof. The Consultant may retain a copy of such documents, but shall not use anywhere, without taking permission, in writing, from the and the reserves right to grant or deny any such request. If license agreements are necessary or appropriate between the Consultant and third parties for purposes of development of any such computer programs, the Consultant shall obtain the STA's prior written approval to such agreements, and the "STA" shall be entitled at its discretion to require recovering the expenses related to the development of the program(s) concerned.

4.22.2.10 Equipment, Vehicles and Materials Furnished by the "STA": Equipment, vehicles and materials made available to the Consultant by the "STA", or purchased by the Consultant wholly or partly with funds provided by the "STA", shall be the property of the "STA" and shall

be marked accordingly. Upon termination or expiration of this Contract, the Consultant shall make available to the "STA" an inventory of such equipment, vehicles and materials and shall dispose of such equipment and materials in accordance with the STA's instructions. While in possession of such equipment, vehicles and materials, the Consultant, unless otherwise instructed by the "STA" in writing, shall insure them at the expense of the "STA" in an amount equal to their full replacement value.

4.22.2.11 Equipment and Materials Provided by the Consultants: Equipment or materials brought into the Government's country by the Consultant and the Personnel and used either for the Project or personal use shall remain the property of the Consultant or the Personnel concerned, as applicable.

4.20. Removal and/or Replacement of Personnel

- a. Except as the "STA" may otherwise agree, no changes shall be made in the Personnel. If, for any reason beyond the reasonable control of the Consultant, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the Personnel, the Consultant shall forthwith provide as a replacement a person of equivalent or better qualifications.
- b. If the "STA" (i) finds that any of the Personnel has committed serious misconduct or has been charged with having committed a criminal action, or (ii) has reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Consultant shall, at the STA's written request specifying the grounds therefore, forthwith provide as a replacement a person with qualifications and experience acceptable to the "STA".
- c. Any of the Personnel provided as a replacement under Clauses (a) and (b) above, as well as any reimbursable expenditures (including expenditures due to the number of eligible dependents) the Consultants may wish to claim as a result of such replacement, shall be subject to the prior written approval by the "STA". The rate of remuneration applicable to a replacement person will be the rate of remuneration paid to the replacement person. Also (i) the Consultant shall bear all additional travel and other costs arising out of or incidental to any removal and/or replacement, and (ii) the remuneration to be paid for any of the Personnel provided as a replacement shall not exceed the remuneration which would have been payable to the Personnel replaced.
- d. Resident Project Manager: If required by the "STA", the Consultant shall ensure that at all times during the Consultant's performance of the Services a resident project manager, acceptable to the "", shall take charge of the performance of such Services.

4.21. Obligations of the "STA"

4.21.1. Assistance and Exemptions:

Unless otherwise required, the "STA" shall use its best efforts to ensure that:

- a. Provide the Consultant and Personnel with work permits and such other documents as shall be necessary to enable the Consultant or Personnel to perform the Services.
- b. Arrange for the Foreign Personnel to be provided promptly with all necessary entry and exit visas, residence permits, exchange permits and any other documents required for their stay in India.
- c. Issue to officials, agents and representatives of the Government all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services.
- d. Provide to the Consultant and Personnel any such other assistance as may be required.

4.22. Change in the Applicable Law Related to Taxes and Duties

If, after the date of this Contract, there is any change in the Applicable Laws of India with respect to taxes and duties, which are directly payable by the consultant for providing the services i.e. service tax or any such applicable tax from time to time, which increases or decreases the cost incurred by the Consultant in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased accordingly by agreement between the Parties hereto, and corresponding adjustments shall be made to the ceiling amounts specified in this RFP.

4.23. Services, Facilities and Property

- (a) The "STA" shall make available to the Consultant and its Personnel, for the purposes of the Services and free of charge, the services, facilities and property described in this RFP at the times and in the manner specified in this RFP.
- (b) In case that such services, facilities and property shall not be made available to the Consultant as and when specified in this RFP, the Parties shall agree on any time extension that it may be appropriate to grant to the Consultant for the performance of the Services.

4.24. Counterpart Personnel

- a. If necessary, the "STA" shall make available to the Consultant free of charge such professional and support counterpart personnel, to be nominated by the "STA" with the Consultant's advice.
- b. Professional and support counterpart personnel, excluding STA's liaison personnel, shall work under the exclusive direction of the Consultant. If any member of the counterpart personnel fails to perform adequately any work assigned to such a member by the Consultant that is consistent with the

position occupied by such member, the Consultant may request the replacement of such member, and the "STA" shall not unreasonably refuse to act upon such request.

4.25. Fairness and Good Faith

1. **Good Faith:** The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.
2. **Operation of the Contract:** The Parties recognize that it is impractical in this Contract to provide for every contingency which may arise during the life of the Contract, and the Parties hereby agree that it is their intention that this Contract shall operate fairly as between them, and without detriment to the interest of either of them, and that, if during the term of this Contract either Party believes that this Contract is operating unfairly, the Parties will use their best efforts to agree on such action as may be necessary to remove the cause or causes of such unfairness, but failure to agree on any action pursuant to this Clause shall give rise to a dispute to be adjudicated by competent Court at Kataka, Odisha.

4.26. Settlement of Disputes

Any dispute, controversy or claim arising out of or in connection with this Contract shall, in the first instance, be attempted to be resolved amicably through mutual discussions between the Parties within 30 (thirty) days of written notice of dispute. If the dispute is not resolved amicably within the above period, the same shall be subject to the exclusive jurisdiction of the competent courts at Kataka, Odisha. The governing law of the Contract shall be the laws of India.

4.27. Liquidated Damages

The parties hereby agree that due to negligence of act of any party, if the other party suffers losses, damages the quantification of which may be difficult, and hence the amount specified hereunder shall be construed as reasonable estimate of the damages and both the parties agree to pay such liquidated damages, as defined hereunder as per the provisions of this Contract.

The amount of liquidated damages under this Contract shall not exceed 5% of the total value of the contract as specified in this RFP.

5. ANNEXURES

5.1. Annexure 1: Bid Submission Checklist

Annexure- I

Sl. No.	Description	Submitted (Yes/No)	Page No.
TECHNICAL PROPOSAL (ORIGINAL)			
1.	Filled in BID submission checklist (Annexure -1)		
2.	Covering Letter (Annexure -2)		
3.	Bidder details (Annexure -3)		
4.	Bid Document Fee of Rs..... (as mentioned in Bid Datasheet)		
5.	Rs.....as EMD (as mentioned in Bid Datasheet)		
6.	Copy of Certificate of Incorporation / Registration of the Bidder		
7.	Copy of PAN		
8.	Copy of Goods and Services Tax Identification Number (GSTIN)		
9.	Power of Attorney (Annexure-4) in Favor of the person signing the bid on behalf of the bidder.		
10.	Financial details of the bidder showing Positive Net Worth and Minimum Average Annual Turnover as per RFP (Annexure -5) along with all the supportive documents such as copies of Profit — Loss Statement and Balance Sheet for the concerned period		
11.	Project Experience - List of completed/on-going assignments of similar nature (Past Experience Details) along with the copies of work orders/agreement/ LOA/ PO mentioned in the RFP for the respective assignments (Annexure -6)		
12.	Self-Declaration on Potential Conflict of Interest. (Annexure -7)		
13.	Undertaking for not having been blacklisted by any Central / State Govt./any Autonomous bodies as on date of submission of the bid. (Annexure -8)		
14.	CV of Key Professionals (Annexure -9)		

Undertaking:

- All the information has been submitted as per the prescribed format and procedure.
- All pages of the proposal have been sealed and signed by the authorized representative.

Authorized Signatory [*In full and initials*]:

Name and Designation with Date and Seal.....

5.2. Annexure 2: Covering Letter

(On Bidder's Letter Head)

To

The Transport Commissioner
State Transport Authority
Kataka, Odisha

Subject: Engagement of a Technical Support Unit (TSU) and Establishment of a
Dedicated Road Safety Project Management Unit (PMU) for the State
Transport Authority, Odisha

Dear Sir,

I, the undersigned, offer to provide the services for the proposed assignment in respect to your Request for Proposal No. Dated....., I hereby submit the proposal which includes this technical proposal. Our proposal will be valid for acceptance up to 180 Days from the proposal due date and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

All the information and statements made in this technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. If negotiations are held during the period of validity of the proposal, I undertake to negotiate based on the proposal submitted by us. Our proposal is binding upon us and subject to the modifications resulting from contract negotiations.

I have examined all the information as provided in your Request for Proposal (RFP) and offer to undertake the services described in accordance with the conditions and requirements of the selection process. I agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further precontract costs. In case, any provisions of this RFP including of our technical & financial proposal is found to be deviated, then your department shall have rights to reject our proposal including for feature of the Earnest Money Deposit absolutely. I confirm that I have the authority to submit the proposal and to clarify any details on its behalf.

I understand you are not bound to accept any proposal you receive. I remain,

Yours faithfully,

Authorized Signatory with Date and Seal:

Name and Designation.....

Address to Bidder.....

5.3. Annexure 3: Bidder Details

(On Bidder's Letter Head)

Bidder Organization (General Detail)

Sl. No.	Description	Full Details
1	Name of the Bidder	
2	Address for Communication: Tel: Official Email ID:	
3	Name of the authorized person signing & submitting the bid on behalf of the bidder: Mobile No.: Official Email ID:	
4	Registration / Incorporation Details Registration No.: Date & Year:	
5	Bid Document Fee Details Amount: Reference No.: Date: Name of the Bank:	
6	EMD details Amount Reference No.: Date: Name of the Bank:	
7	PAN No.	
8	ISO 9001:2015	
9	Goods and Services Tax Identification Number (GSTIN)	
10	Willing to carry out assignments as per the scope of work of the RFP & accept all the terms and conditions as specified in the RFP	Yes / No

Authorized Signatory [In full and initials]

Name and designation with Date and Seal.....

5.4. Annexure 4: Format of Power of Attorney

(On Bidder's Letter Head)

I, ..., the (Designation) of (Name of the Organization) in witness whereof certify that <Name of person> is authorized to execute the attorney on behalf of <Name of Organization>, <Designation of the person> of the company acting for and on behalf of the company under the authority conferred by the <Notification / Authority order no.> Dated <date of reference> has signed this Power of attorney at <place> on this day of <day><month>, <year>.

The signatures of <Name of person> in whose favor authority is being made under the attorney given below are hereby certified.

Name of the Authorized Representative:

(Signature of the Authorized Representative with Date)

CERTIFIED:

Signature, Name & Designation of person executing attorney:

Address of the bidder:

5.5. Annexure 5: Financial turnover of Bidder

Bidder Organization (Financial Details)

Financial Information in INR				
Particulars	FY 2022-23	FY 2023-24	FY 2024-25	Average
Annual Turnover/ Revenue (In Crores)				
Net worth				

Supporting Documents:
CA Certified and Audited Financial Statements (Submission of copies of Income & Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form)

Authorized Signature [In full and initials]

Name and Designation with Date and Seal.....

5.6. Annexure 6: Bidder's Experience

Note: For all work experiences, separate individual Project Details need to be filled up as per the format below.

Sl. No.	Name of the assignment with details thereof Along with Nature of Assignment	Name of the Dept.	Contract Value (in INR Lakhs) and duration in Month	Date of Award / Commencement of Assignment	Date Completion Assignment	Completed (Yes/No)	Remarks If any
#	A	B	C	D	E	F	G
1							
2							
3							
4							

Authorized Signatory [In full and initials]

Name and Designation with Date and Seal.....

5.7. Annexure 7: Declaration Format

INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND DECLARATION THEREOF

Are there any activities carried out by your agency which are of conflicting nature as mentioned in the Conflict of Interest, Information to the Bidder under Eligibility Criteria of Section 2:

If yes, please furnish details of any such activities.

If no, please certify,

IN BIDDER'S LETTER HEAD

I hereby declare that our agency as Individual is not indulged in any such activities which can be termed as the conflicting activities as mentioned in in the Conflict of Interest, Information to the Bidder under Eligibility Criteria of Section 2.

I also acknowledge that in case of misrepresentation of any of the information, our proposal / contract shall be rejected / terminated by the which shall be binding on us.

Authorized Signatory [In full initials with Date and Seal]

Communication Address of the Bidder.....

5.8. Annexure 8: Undertaking of non-blacklist

To,

Transport Commissioner, Odisha,
6th Floor, Rajaswa Bhawan,
Kataka – 753002

Subject: **Engagement of a Technical Support Unit (TSU) and Establishment of a Dedicated Road Safety Project Management Unit (PMU) for the State Transport Authority, Odisha.**

I, M/s.(bidder), (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoters/ directors are not barred or blacklisted by Office of the Transport Commissioner, Odisha or any State Government or Central Government or any Government agency / Department from participating in projects as on the proposal due date.

We undertake that, in the event of us or any of our promoters/directors being blacklisted / barred at any time post the date of this affidavit, we shall intimate the Office of the Transport Commissioner, Odisha of such blacklisting.

Dated this _____ Day of _____.

Name of the bidder: _____

Signature of the Authorised Signatory: _____

Name of the Authorised Signatory with Date and seal: _____

5.9. Annexure 9: Format of Curriculum Vitae (CV)

1. Proposed Position:
2. Photo:
3. Name of Agency:
4. Name of Resource Person:
5. Date of Birth:
6. Years with Agency:
7. Nationality:
8. Education:

[Indicate college or university and other specialized education of resource person, giving names of institutions, degrees obtained, and dates]

#	Degree Obtained	Institution	Specialization	Period
1				
2				
3				

9. Membership in Professional Associations: NA

10. Other Trainings:

11. Countries of Work Experience: India

12. Languages:

[Indicate proficiency separately for speaking, reading, and writing for each language using only "Proficient" or "Not Proficient". Proficient means ability to effectively perform professional and official work in the language without material assistance. Incorrect or misleading declaration of language proficiency may lead to rejection of the proposed resource. For mandatory language requirements, proficiency must be declared as "Proficient" in all three skills.]

#	Language	Speak (Proficient/ Not Proficient)	Read (Proficient/ Not Proficient)	Write (Proficient/ Not Proficient)
1				
2				
3				

13. Employment Record:

[Starting with present position, list in reverse order every employment held by resource person since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held and task assigned.]

Sl. No.	Procuring Entity Name	Duration of Engagement (From - To date)	Position held	Task Assigned
1				

14. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

Name of assignment or project:	
Year:	
Location:	
Client:	
Main project features:	
Positions held:	
Activities performed:	

15. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this Curriculum Vitae correctly describes my qualifications and past experience.

I hereby provide my consent, willingness, and confirmation of availability to be nominated for the position under this assignment.

I understand that any misstatement, misrepresentation, or suppression of material information herein may result in disqualification of my CV and/or termination of engagement, as per the provisions of the RFP.

Date:

Signature of Key Professional with Date

Authorized Signatory [In full and initials]:

Name and Designation with Date and Seal:

5.10. Annexure 10: Financial Proposal Submission form

(TO BE SUBMITTED ONLINE ONLY IN EXCELFORMAT)

Financial Proposal

Subject: Financial Bid for Engagement of a Technical Support Unit (TSU) and Establishment of a Dedicated Road Safety Project Management Unit (PMU) for the State Transport Authority, Odisha.

I/we having gone through the RFP document and having fully understood the Scope of Consultancy; We are pleased to quote the following Professional Fees for the Consultancy:

#	Position/ Projects	No of Resources	No of Man months	Man-month rate in INR	Net cost in INR	GST @ 18% In INR	Total Cost including GST
	A	B	C	D	E = B*C*D	F	G=E+F
1.	PMU Team Lead/Principal Consultant	1	36				
2.	Sr. Consultant (Transport Regulations & Road Safety Governance)	1	36				
3.	Sr. Consultant (Road Safety /Transport)	1	36				
4.	Consultant (Road Safety/Transport/M&E)	1	36				
5.	TSU Team lead/Sr. Consultant (Transport Technology & Procurement)	1	36				

#	Position/ Projects	No of Resources	No of Man months	Man-month rate in INR	Net cost in INR	GST @ 18% In INR	Total Cost including GST
	A	B	C	D	E = B*C*D	F	G=E+F
6.	Sr. Consultant (IEMS/ITMS/ e- Enforcement)	1	36				
7.	Sr. Consultant (IT)	1	36				
8.	Consultant (M&E/Procur ement Support)	1	36				
GRAND TOTAL in Numbers (Without GST)							
GRAND TOTAL in Words (Without GST)							

Note:

1. Prices quoted must be firm and final and shall remain constant throughout the period of the contract. The Bid Prices shall be in Indian Rupees (INR) only.
2. A proposal submitted with an adjustable price quotation or conditional proposal shall be treated as non-responsive and the bid may be rejected.
3. Any discrepancies between Figures and Words, Words shall prevail
4. The Bidder shall quote only positive values in above columns i.e., more than zero. In case the Bidder leaves a cell blank, it will be taken as "0" (zero). Bids quoting zero or negative values in any of the columns shall be summarily rejected.
5. The evaluations of commercial bids shall be carried out as per the details mentioned in the RFP.
6. GST shall be paid additionally to selected agencies as applicable from time to time.
7. Bid shall be rejected in case of any commercial amount mentioned in technical bid by the bidder.
8. The Commercial Bid Format shall be submitted online ONLY.

Our Financial Proposal shall be binding upon us for the Consultancy, and this Proposal would be valid up to 180 days from the Proposal Due Date. This Financial Proposal covers remuneration for all personnel cost, all incidental manpower expenses.

The Financial proposal is without any condition

Authorized Signatory [In full and initials]

Name and designation with Date and Seal.....

5.11. Annexure-11 (Performance Bank Guarantee Format)

WHEREAS (Name and address of the Consultant) (hereinafter called "the Consultant") has undertaken, in pursuance of RFP No dated to undertake the service " Engagement of a Technical Support Unit (TSU) and Establishment of a Dedicated Road Safety Project Management Unit (PMU) for the State Transport Authority, Odisha " (herein called contract) AND WHEREAS it has been stipulated by State Transport Authority Odisha. in the said contract that the Consultant shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a bank guarantee.

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the day of <Year>

Our branch at Bhubaneswar (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our Bhubaneswar branch a written claim or demand and received by us at our Bhubaneswar branch on or before Dt otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank & Branch