



வ. உ. சீதம்பரனார் துறைமுக ஆணையம்  
वी. ओ. चिदम्बरनार पत्तन प्राधिकरण  
V.O.CHIDAMBARANAR PORT AUTHORITY  
(IMS - ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 & ISPS COMPLIANT PORT)  
MINISTRY OF PORTS, SHIPPING AND WATERWAYS  
GOVERNMENT OF INDIA  
MEE DEPARTMENT  
Administrative Office, Harbour Estate, Tuticorin-628 004.  
Website: www.vocport.gov.in



No. MEE/NIT/PILOT/GREENH2/2024/D. 919

Date: 07.07.2024

**CORRIGENDUM - I**

**Name of the Work:** Integrated Pilot Project for Setting Up the Ecosystem at V.O. Chidambaranar Port (VOCPA) for Production, Storage, and Bunkering of Green Hydrogen and Its Derivatives for Exploring the Use of Hydrogen in the Shipping Sector Under the National Green Hydrogen Mission- Reg.

**Reference** : MEE/NIT/PILOT/GREENH2/2024 (CPP Tender ID:2024\_VOCPT\_196751\_1)

Sl.N	Description	Existing	To be Read as
1.	RFP Document – wherever applicable	Consultancy Services for “Integrated Pilot Project for Setting Up the Ecosystem at V.O. Chidambaranar Port (VOCPA) for Production, Storage, and Bunkering of Green Hydrogen and Its Derivatives for Exploring the Use of Hydrogen in the Shipping Sector Under the National Green Hydrogen Mission”.	Project Monitoring Consultancy (PMC) services for “Development of bunkering and refueling facility for Green Hydrogen or its derivative on pilot basis at VOCPA”.
2.	Section I: Notice Inviting Tender (NIT)- Appendix to NIT: Tender Information Summary	8.0 Documents relating to Bid Security [Earnest Money Deposit (EMD)] (ITC-clause 9.4) and Performance Security (ITC-clause 14.2.2) Earnest Money Deposit Rs. 15,00,000/- (Rupees Fifteen Lakhs only). The Consultants, other than an MSE Unit, should pay the EMD through online payment to VOC Port account The MSE’s are required to furnish relevant valid Certificate for claiming exemption. This valid certificate shall be uploaded along with the proposal, failing which their Proposals shall not be evaluated.	8.0 Documents relating to Bid Security [Earnest Money Deposit (EMD)] (ITC-clause 9.4) and Performance Security (ITC-clause 14.2.2) Earnest Money Deposit Rs. 5,00,000/- (Rupees Five Lakhs only). The Consultants, other than an MSE Unit, should pay the EMD through online payment to VOC Port account The MSE’s are required to furnish relevant valid Certificate for claiming exemption. This valid certificate shall be uploaded along with the proposal, failing which their Proposals shall not be evaluated.

			<p>As per the ITC Clause 9.4.1. The bidder has to pay the EMD amount through RTGS/NFFT to the account whose details are provided as below:</p> <p>Name and address of the bank: Indian Overseas Bank, Harbour Branch, Tuticorin-628004.</p> <p>Name of the branch: Harbour Branch</p> <p>IFSC code: IOBA0000143</p> <p>Account Number: 014301000000001</p> <p>Type of Account: Savings Account</p> <p>Beneficiary's Name: FA &amp; CAO, V.O.Chidambaranar Port Authority, Tuticorin.</p> <p><b>Note:</b> As the EMD Payment is being done through RTGS/NEFT, the bidder's needs to follow the following steps in the CPP portal:</p> <p>a. Are you submitting EMD or Exempted from EMD payment: (Select the option Yes)</p> <p>b. Upload EMD Exemption Document: (Upload the RTGS/NEFT Transaction Receipt)</p>
3.	Section I: Notice Inviting Tender (NIT)- Appendix to NIT: Tender Information Summary	<p>Downloading of tender document end day @ <b>04/07/2024 up to 15:00 hours</b></p> <p>Bid Submission end date &amp; time @ <b>04/07/2024 at 15:00 hours</b></p> <p>Bid opening date @ <b>05/07/2024 at 15:30 hours</b></p>	<p>Downloading of tender document end day @ <b>11/07/2024 up to 15:00 hours</b></p> <p>Bid Submission end date &amp; time @ <b>11/07/2024 at 15:00 hours</b></p> <p>Bid opening date @ <b>12/07/2024 at 15:30 hours</b></p>
4.	Section V: Special Conditions of Contract (SCC)	<p>Document No. RFP No. MEE/NIT/PILOT/GREENH2/2024; Tender Title: Consultancy Services for "Integrated Pilot Project for Setting Up the Ecosystem at V.O. Chidambaranar Port (VOCPA) for Production, Storage, and Bunkering of Green Hydrogen and Its Derivatives for Exploring the Use of Hydrogen in the Shipping Sector Under the National Green Hydrogen Mission".....</p>	<p>Document No. RFP No. MEE/NIT/PILOT/GREENH2/2024; Tender Title: Development of bunkering and refueling facilities for Green Hydrogen or its derivative on pilot basis at VOCPA".....</p> <p>.....</p> <p><b>(Enclosed below-Pg.5-8)</b></p>
5.	Section VI: Terms of Reference	<p>RFP Document No. MEE/NIT/PILOT/GREENH2/2024; Tender Title: Consultancy Services (Ref ITC-clause 1.4)</p>	<p>RFP Document No. MEE/NIT/PILOT/GREENH2/2024; Tender Title: Consultancy Services (Ref ITC-clause 1.4)</p>



		<p><i>Note for Consultants: Regarding this Schedule, Consultants must fill following forms:</i></p> <p>a) <i>Form T-3: Comments and Suggestions on Terms of Reference, Counterpart Staff, and Inputs to be Provided by the Procuring Entity- Not applicable</i></p> <p>b) <i>Form T-4: Description of Approach, Methodology and Work Plan in Responding to the Terms of Reference</i></p> <p>c) <i>Form T-5: Work Schedule and Planning for Deliverables.....</i></p> <p>.....</p>	<p><i>Note for Consultants: Regarding this Schedule, Consultants must fill following forms:</i></p> <p><i>Form T-3: Comments and Suggestions on Terms of Reference, Counterpart Staff, and Inputs to be Provided by the Procuring Entity- Not applicable</i></p> <p><i>Form T-4: Description of Approach, Methodology and Work Plan in Responding to the Terms of Reference</i></p> <p><i>Form T-5: Work Schedule and Planning for Deliverables.....</i></p> <p>.....</p> <p style="text-align: right;"><b>(Enclosed below-Pg.9-15)</b></p>
6.	Financial Bid	<p>Refer to ITC Clause 9.2.2</p> <p>Sub: Consultancy Services for “Integrated Pilot Project for Setting Up the Ecosystem at V.O. Chidambaranar Port (VOCPA) for Production, Storage, and Bunkering of Green Hydrogen and Its Derivatives for Exploring the Use of Hydrogen in the Shipping Sector Under the National Green Hydrogen Mission</p> <p>I / We have perused the entire proposal document including details of Scope of work and all other conditions and am / are willing to undertake and complete the Project Management Consultancy service/ assignment as per terms and conditions stipulated in the proposal document.....</p>	<p>Refer to ITC Clause 9.2.2</p> <p>Sub: Development of bunkering and refueling facility for Green Hydrogen or its derivative on pilot basis at VOCPA.</p> <p>I / We have perused the entire proposal document including details of Scope of work and all other conditions and am / are willing to undertake and complete the Project Management Consultancy service/ assignment as per terms and conditions stipulated in the proposal document</p> <p>.....</p> <p><b>(Enclosed below-Pg.16)</b></p>
7.	List in Section VI-A:	<p>Section VI-A: List of Key Experts and Required Qualifications: Total estimated inputs of the Key Experts and their breakup is given below::.....</p>	<p>Revised Section VI-A: List of Key Experts and Required Qualifications:</p> <p>1. Evaluation of Key personnel</p> <p>.....</p> <p><b>(Enclosed below-Pg.17-20)</b></p>
8.	Section VII: Evaluation/ Scoring Criteria	<p>Section VII: Evaluation/ Scoring Criteria</p> <p>RFP Document No. MEE/NIT/PILOT/GREENH2/2024; Tender Title: Consultancy Services (Ref ITC-clause 1.4)</p> <p>[Note for Procuring Entity: Retain or change the relevant variables in the 2nd column (Points) and covert the font to regular and black]</p>	<p>Revised Section VII: Evaluation/ Scoring Criteria</p> <p>❖ RFP Document No.</p> <p>MEE/NIT/PILOT/GREENH2/2024;</p>

		Technical Proposal Criteria, sub-criteria, and point system for scoring the points for Technical Proposal (St):.....	<p>❖ Tender Title: Consultancy Services (Ref ITC-clause 1.4), <u>Technical Proposal</u> Criteria, sub-criteria, and marks system for scoring the marks for Technical Proposal (St):.....</p> <p><b>(Enclosed below-Pg.20-25)</b></p>
9.	Appendix B: Key Experts	---	Format for Appendix B ( <b>Enclosed below - Pg.26</b> )
10.	Annexure C: Non-Key Personnel	---	Format for Annexure C ( <b>Enclosed below - Pg.27</b> )
11.	3.1 of ITC	This invitation is open only to consultants specifically invited to participate. Proposal from other consultants shall not be entertained	This invitation is open to consultants who are satisfying the eligibility criteria as mentioned in the tender document (Refer Revised Section VII: Evaluation/ Scoring Criteria). The proposal from consultants not meeting tender requirements shall not be considered.
12.	Bidding Forms - Form 1: Proposal Form (Covering Letter)	We confirm that we continue to comply with all the eligibility (including the absence of conflict of interest and debarment) and qualification criteria stipulated in the preceding shortlisting process (EOI Document mentioned in TIS), based on which we were shortlisted for participation in this RFP process. We shall be dutybound to proactively inform you of any change in our compliance with these criteria as soon as it occurs.	We confirm that we continue to comply with all the eligibility (including the absence of conflict of interest and debarment) and qualification criteria based on which we were shortlisted for participation in this RFP process. We shall be dutybound to proactively inform you of any change in our compliance with these criteria as soon as it occurs.

  
**CHIEF MECHANICAL ENGINEER**



**Revised - Section V: Special Conditions of Contract (SCC)**

Document No. RFP No. MEE/NIT/PILOT/GREENH2/2024; Tender Title: “Development of bunkering and refueling facility for Green Hydrogen or its derivative on pilot basis at VOCPA”

(Ref ITC-clause 1.4)

*Note for Consultants: Following Special Conditions of Contract (SCC) shall apply for this procurement. These Special Conditions shall modify/ substitute/ supplement the corresponding (GCC) clauses as indicated below. Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.*

In conjunction with Clause 9.5.4 Limit on Total damages: “Port may terminate the contract or extend the contract at its discretion, on exceeding 10% of penalties/liabilities”

**In continuation with GCC 10.3 below deliverables and payment terms shall be followed**

(Ref ITC-clause 5.3.2)

**1.1 Time schedule and Terms of Payment:** The scope of consultancy encompasses providing comprehensive Project Monitoring Consultancy (PMC) for “Development of Bunkering and Refueling facilities for most technically, Commercially, and strategically suitable Green Hydrogen or any of its derivative on Pilot basis”. The Consultancy shall be paid the awarded lump sum fee for providing the services against each activity /deliverable and are as below:

Timeline and stage payment :

Sl. No.	Milestone	Time line to count from the zero date (from 16th day of LoA)	Payment terms in Percentage
	<b>Engineering Consultancy</b>		
1	<b>ACTIVITY I – Preparation and Submission of Inception Report</b> as per Terms of Reference	10	05

2	<b>ACTIVITY II – Preparation and Submission of Detailed Project Report</b> as per Terms of Reference		
(a)	Submission of Draft Detailed Project Report (DPR)	70	25
(b)	Submission of Final Detailed Project Report (DPR)	75	
3	<b>ACTIVITY III – Tendering related services</b> as per Terms of Reference		
(a)	Submission of DBR & Draft Tender Document (Two bid System)	85	10
(b)	Submission of Final Tender Document (Two bid System)	95	
(c)	Invitation of Bids, Conducting pre-bid meeting & Reply to pre-bid queries, Submission of bids & Opening of bids	140	
(d)	Evaluation of technical bids & Submission of Tender Appraisal Report clearly recommending acceptance / rejection of Technical bids including time taken for obtaining clarification from bidders, if any	165	10
(e)	Opening of Price bid, Submission of Price Evaluation report & recommendation for Issue of LOA	180	
(f)	Signing of Contract Agreement with Executing Agency(EA)	195	
<b>Project Management Consultancy Services</b>			
4	<b>ACTIVITY IV – Approval of Design, Drawings and Documents</b> as per Terms of Reference		
5	<b>ACTIVITY V-</b> Project Management Consultancy Services during execution of the project at site during erection, testing, commissioning and acceptance of the Project as per Terms of	495	45



	Reference		
6	<b>ACTIVITY VI</b> - Project Completion / Closure Report as per Terms of Reference	515	05

**Note:**

- i. Each payment will be made in Indian Rupees only on satisfactory completion and acceptance of each stage as indicated above. No other
- ii. All the documents shall be compiled, classified and submitted by the Consultant to V.O.Chidambaranar Port Authority in hard / soft form apart from the documents mentioned elsewhere in this document.
- iii. Excludes the time taken by the Project Authority in providing its comments on the above activities and excludes the time not attributable to the Consultancy in respect of completion of works as per Time lines prescribed.
- iv. **Detailed Project Report (DPR)** is a comprehensive document that outlines the entire project, including the rationale, objectives, Basic design, cost estimates, financial analysis, implementation plan, and risk assessment.
- v. **Design Basis Report (DBR)** is a detailed document that outlines the design principles, criteria, specifications, standards applicable and statutory approval requirements, etc for the project. It will be the base document for the specifications to be incorporated in tender document.
- vi. Submission of draft Tender document for pilot project in accordance with the prevailing rules & applicable GFR/guidelines of Govt. of India in all selections/procurement.
- vii. Employer shall discontinue the contract at its discretion at any stage.
- viii. Employer may execute any part of the deliverables based on the requirement and at its discretion.
- ix. In the event of discontinuance of the contract during the currency of the assignment, the payment due shall be paid as assessed by the Employer and Employer's decision in this regard shall be final.
- x. The stage payment for activities IV & V will be provided in two equal parts. The first part will be released on the completion of major design approvals & achieving 40% project execution progress. The second part will be released on completion of the activities IV & V

- xi. The stage-wise bill submission and certification will be made based on the above deliverables and Timelines. (In conjunction, the clause No.9.5.2 Liquidated damages shall be calculated stagewise)
- xii. As the contract is on Lumpsum basis, the Clause No.8.2.2. 9) may be read in conjunction with,”the weightage mentioned in VI-A will be taken as percentage of key personnel. The 60% order value will be considered as the total cost of key personnel. Further, the remuneration of particular key personnel (project period) will be calculated based on the weightage mentioned against each. The reduction of remuneration will be applied on pro-rata basis based on the duration. The reduction of remuneration will be applied as mentioned in Clause No.8.2.2 on the arrived cost of key personnel”.



## Revised -Section VI: Terms of Reference

RFP Document No. MEE/NIT/PILOT

/GREENH2/2024; Tender Title: Consultancy Services

(Ref ITC-clause 1.4)

*Note for Consultants: Regarding this Schedule, Consultants must fill following forms:*

*Form T-3: Comments and Suggestions on Terms of Reference, Counterpart Staff, and Inputs to be Provided by the Procuring Entity- Not applicable*

*Form T-4: Description of Approach, Methodology and Work Plan in Responding to the Terms of Reference*

*Form T-5: Work Schedule and Planning for Deliverables*

### **A. Introduction**

The National Green Hydrogen Mission (NGHM) was launched on 4<sup>th</sup> January 2023 and aims to make India a Global Hub for Production, Usage, and Export of Green Hydrogen and its derivatives. Shipping and port operations are among the key sectors likely to drive the future Green Hydrogen demand and trade. Maritime transport and Ports have significant potential for decarbonization through the use of Green Hydrogen or its derivatives such as Green Ammonia / Green Methanol as fuel for propulsion and other operations. In line with the NGHM, VOCPA is planned to develop Pilot bunkering and refueling facility for green hydrogen or its derivative.

### **B. Background of Procuring Organization and Services and impact on Procuring Organization's performance/ objectives;**

#### **1. About VO Chidambaranar Port Authority (VOCPA)**

VO Chidambaranar Port Authority (VOCPA), located in Tamil Nadu, India, is one of the twelve major ports in the country. It is a significant maritime hub, strategically positioned on the international sea route, facilitating trade and commerce between India and global markets. MosPSW has identified VOCPA as a Green hydrogen Hub and has also nominated VOCPA as a Scheme Implementing Agency for creation of Bunkers and Refueling facilities.

#### **2. Impact on VOCPA's Performance/Objectives**

The bunkering and refuelling facilities will demonstrate the handling of Green Hydrogen and its derivative to stakeholders/users and will also serve as a benchmark, setting the standards and procedures for scaling up the facility. Position VOCPA as a leader in adopting advanced green technologies, attracting global attention and investment. By facilitating the use of alternative fuels, the port will attract eco-friendly shipping lines and create new

business opportunities, enhancing economic growth.

### **C. Terms of Reference**

1. The scope of consultancy encompasses providing comprehensive Project Monitoring Consultancy (PMC) for “Development of Bunkering and Refueling facilities for most technically, Commercially, and strategically suitable Green Hydrogen or any of its derivative fuel on Pilot basis”. The PMC service broadly covers the following aspects (but not limited to)
  - a) Data Collection and Market analysis: Gather necessary data and assess market conditions of Green hydrogen and its derivatives (G H<sub>2</sub>, G NH<sub>3</sub>, G MeOH, G CH<sub>4</sub>) to determine the most suitable fuel for implementing the Pilot project “Bunkering and refuelling facility”.
  - b) Site assessment: Conduct site visits to evaluate the existing landscape and infrastructure for identification of suitable locations for the facility.
  - c) Fuel availability assessment: Assess the availability of fuel. Consult with stakeholders and explore fuel receipt methods (plug & play) & technology requirements.
  - d) Technical assessment: Identify the appropriate technology and assess the technical requirements for the development of the facility.
  - e) Cost estimation and Cost-benefit analysis: Prepare a detailed cost estimation for establishing the facility and conduct a cost–benefit analysis.
  - f) Infrastructure Enhancement Evaluation: Evaluate and recommend the required enhancement of VOC Port Infrastructure to support the proposed facility.
  - g) Design: Prepare the Basic design and layout of the facility, ensuring compliance with applicable standards.
  - h) Regulatory requirements: Identify all necessary permits and regulatory requirements.
  - i) Tender preparation and Bid evaluation : Prepare tender documents, Evaluate bids, and submit recommendations for appointing Executive Agency (EA)
  - j) Project Monitoring and Co-ordination : Monitor, Review, Validate, Quality Check, coordinate with stakeholders, assist in obtaining statutory approvals and permits in developing the Bunkering and Refuelling facility through the executive agency, ensuring timely completion.
  - k) Documentation: Document the entire process flow from data collection to commissioning of the facility.
  - l) Comprehensive Reporting : Prepare and submit a comprehensive report covering technical aspects, project outcomes, challenges faced, and recommendations for scaling up and replicating the technology.

## **ENGINEERING & PROJECT MANAGEMENT CONSULTANCY SERVICES**

### **1.1 ACTIVITY I – Preparation and Submission of Inception report**

- Kick off meeting
- Collecting necessary information/data and assessing market conditions.
- Conducting Survey of the existing facilities at VOCPA and interacting with stakeholders including green hydrogen hub developers associated with VOCPA. Available inputs related to the project activities will be provided by the Port Authority.
- Site visits, location identification for Pilot Bunkering and refuelling facilities
- Explore the fuel options of Green hydrogen or its derivatives.
- Submission of Inception Report,
- Presentation on Inception Report and way forward
- Any other activities as envisaged by the Consultant and VOCPA

### **1.2 ACTIVITY II – Preparation and Submission of Detailed Project Report** to develop Bunkering and Refueling facility for Green Hydrogen or any of its derivative by covering all aspects of technical feasibility, economic viability, risk assessment, safety, environmental and regulatory approval requirements, scale of of proposed bunkering and refueling facilities, Allied infrastructure requirements, auxiliary systems, etc. in line with NGHM, Ministry guidelines, MNRE schemes. The DPR shall be prepared to fulfil the scope/objectives mentioned above.

- Draft Detailed Project Report (DPR) shall comprise the following (but not limited to):
  - Executive Summary
  - Section 1: Introduction – NGHM, VOCPA as Green Hydrogen hub, SIA for creation of bunkering and refuelling station, Ministry scheme/guidelines, Bunkering and refuelling facility in brief.
  - Section 2: VOCPA Objectives/inputs & Stakeholder Consultation, similar projects – design/data / reports, etc
  - Section 3: Site Appreciation, Data Assessment & Site Selection
  - Section 4: Analysis of various fuel (Green hydrogen or it's derivative) options for bunkering and refueling facility.  
(in terms of market condition, demand, infrastructure requirements, handling, Technology, Technical feasibility, financial viability, scalability, etc)

- Section 5: Preparation of project layout including Technical Requirements & appropriate technology adoption of proposed facility and Infrastructure Requirements, auxiliary systems, Methodology & infrastructure requirements from fuel reception to supply. etc
- Section 6: Basic Design & Engineering Details of the project – The Pilot scale project shall support technology replication.
- Section 7: Plan and Implementation Schedule – Project plan, implementation timeline, roadmap for furtherance, emergency plan, etc
- Section 8: Cost Estimations – Preparation of estimates according to the practices and standards of the procuring agency & GFR.
- Section 9: Financial Analysis – Cost benefits of the pilot and potential for scaling up.
- Section 10: Statutory requirements & standards applicable – Permits and regulatory requirements.
- Section 11: Risk Assessment & Mitigation Plan
- Section 12: Conclusion / Recommendations  
(Fuel, Methodology adoption, Scale of the pilot, Pros & cons of the project, Technology, Scaling Up potential, evaluation methodology for execution and performance validation on completion.)
- Annexures – Previous project reference, relevant Govt. of India Guidelines & schemes, Standards references, Technical data sheet, etc.;

- Submission and presentation of draft DPR to VOCPA
- Updating the draft DPR based on the comments/observations of VOCPA.
- Submission of Final DPR for acceptance of VOCPA.

### **1.3 ACTIVITY III - Design Basis Reports and Tendering related services.**

- On acceptance of DPR, the consultant shall prepare and submit the Design Basis Report(DBR) to VOCPA. DBR is a detailed document that outlines the design principles, criteria, specifications, testing methodology, standards applicable and statutory approval requirements, draft layout of facility, etc for Bunkering and refuelling facility of Green Hydrogen or any of it's derivative at VOCPA. It shall serve as base document for the specifications to be incorporated in draft tender document. Tender document shall comprise General terms and conditions, Pre-Qualification Criteria, Documents to be enclosed, bid-evaluation procedures, Payment procedures, Special terms and conditions, Project timeline, Basic design and arrangement of project equipment/facility(outline/layout), Site data's, Technical specifications, Technology details, standards applicable, relevant safety, environmental & regulatory approval / permits to be obtained as per applicable guidelines/norms/rules and regulations, Price bids, etc. In this activity, the consultant shall select and recommend the executing agency through a transparent tendering process. The Planning,



detailed Engineering, Complete design, Supply, construction, Erection/installation, testing, commissioning, etc may be the scope of the Executive agency for the development of the Bunkering and refuelling facility”

- Submission and presentation on Draft TD at VOCPA
- Submission of Final Tender document (TD) consisting of commercial and technical specifications including Qualification Criteria incorporating comments of VOCPA if any.
- Publish the Tender (two cover bidding system) in the CPP portal and VOC Port Website through VOCPA.
- Inform probable bidders about the published tender.
- Organize and conduct Pre-bid conference at VOCPA.
- Preparation of timely and comprehensive responses to pre-bid queries to ensure clarity and fairness in the bidding process.
- Publishing the bid document in Central Procurement Portal (CPP) through VOCPA. Ensuring publicity to attract more bidders.
- Conducting pre-bid meeting, obtaining queries from the bidders, Preparation of replies and corrigendum, etc. On acceptance, Publish prebid queries/corrigendum through VOCPA.
- Evaluation of Technical (Cover 1) of received bids.
- After scrutiny of bids, the Consultant shall forward the questionnaire through VOCPA to bidders if any and compile the replies received.
- Consultant shall prepare and submit the Tender Appraisal Report (TAR – Technical). This report shall be conclusive in nature and clearly recommends acceptance/rejection of Technical (Cover 1) bids as per bid requirements.
- Opening of Price bids of Technically qualified bidders by VOCPA.
- Evaluation of Price bids. Consultant shall submit the Price Evaluation Report and recommendation for selecting the bidder on the basis of L1 or for price negotiation.
- If required, the Consultant shall assist in price negotiation with L-1 bidder.
- Consultant shall provide final recommendation to VOCPA for issue of LOA to L-1 bidder on the quoted/negotiated price along with a draft Letter of Acceptance (LOA) & draft agreement.
- After the issue of LOA, the Consultant shall facilitate the bidder and VOCPA for early signing of the contract agreement.

- Monitor and verify the fulfilment of all conditions by the successful bidder.
- Any other activities as envisaged by the Consultant and VOCPA during tendering activities.

**1.4 ACTIVITY IV – Approval of Design, Drawing and Documents**

- Assistance and review in obtaining relevant safety, environmental, and regulatory approvals by the Executing Agency (EA).
- Co-ordination with stakeholders, executing agency, VOCPA, statutory/regulatory agencies, etc
- Reviewing and approval of design, drawings, and documents submitted by the EA as per the relevant standards and statutory requirements.
- Compile all relevant data, reports, and documentation throughout the project.
- Any other activities as envisaged by the Consultant and VOCPA during tendering activities.

**1.5 ACTIVITY V-Project Management Consultancy Services - Monitoring, Reviewing, inspecting, Validating, Co-ordinating with stakeholders, QC, Ensuring timely completion.**

- Preparation of a checklist and comprehensive review plan to ensure timely, high-quality project completion. Continuously Monitoring the progress of the project as per plan and update the status to VOCPA.
- Reviewing the project at regular intervals to ensure timely completion and submitting reports to VOCPA (preferably monthly & Quarterly), inspecting the materials/works, validating the requirements at different stages of project, Co-ordinating with stakeholders, Ensuring the quality of the material, equipment's and works, etc,
- Documentation of entire process flow, Design, technical specifications, site conditions, Technology involved, stakeholders details, standards, approvals, modifications with reasons/justifications, improvements, difficulties encountered, ancillary system, additional infrastructures, special tools, handling methodology, safety, risk and all other activities including men and materials involved, etc.
- On completion, permit the executive agency to commission the project. Consultant shall check, validate, the material, works, equipment, procedures and statutory clearances & required approvals and recommend for the acceptance of the Project by VOCPA.
- During the execution, the consultant shall depute concerned Engineer(s)/Expert (s) continuously/intermittently for smooth execution and quality checking as per project requirements. If required, the consultant shall engage additional personnel to provide effective service. However, greater presence of Engineer(s) / representative (s) / Expert(s) is required at the site during execution.

- Any other activities as envisaged by Consultant and VOCPA during execution activities.

**1.6 ACTIVITY VI - Project Completion / Closure Report**

- Draft a detailed Project Completion Report summarizing the entire process including challenges, solutions, and outcomes as follows
  1. Technical aspects of the project, including the hardware, software, and other technologies used
  2. Technical challenges encountered during the project, and how they were overcome.
  3. Outcome of the project comprising of technical know-how generated along with the data collected during the execution of the project.
  4. Recommendations for future projects, based on the lessons learned from project.
  5. Recommendations on Scaling up the project and replication of technology.
- Submission of final completion report incorporating VOCPA comments.

**1.7** VOCPA may provide comments/suggestions at different stages of projects and the Consultant shall incorporate the same in the project execution.

**1.8** The consultant shall refer NGHM, Ministry directions, MNRE Schemes, Previous project reports and any other relevant references.

**1.9** The Consultant shall submit Monthly and Quarterly progress reports without fail. The content of progress report shall be mutually discussed and agreed.

**1.10** In addition, the consultant shall submit the reports/details upon the request of VOCPA at any stage/time interval of the project.

**List in Section VI-A:** ‘List of Key Experts and Required Qualifications’ the Team Composition & Experience/ Qualification Requirements for the Key Experts (and any other requirements which shall be used for evaluating the Key Experts under RFP):

**List in Section VII:** ‘Evaluation/ Scoring Criteria’ the evaluation/ scoring scheme for Technical and Financial proposals.

### **Financial Bid (Revised)**

Refer to ITC Clause 9.2.2

Sub: Project Monitoring Consultancy (PMC) services for “Development of bunkering and refueling facility for Green Hydrogen or its derivative on pilot basis at VOCPA.

I / We have perused the entire proposal document including details of Scope of work and all other conditions and am / are willing to undertake and complete the Project Management Consultancy service/ assignment as per terms and conditions stipulated in the proposal document.

<b>Sl.no</b>	<b>Scope of work</b>	<b>Amount in figures &amp; words (In INR)</b>
1	Providing Project Monitoring Consultancy (PMC) services for “Development of bunkering and refueling facility for Green Hydrogen or its derivative on pilot basis at VOCPA	
2	GST (Rate in percentage and amount)	
	Total Amount	



**Revised - Section VI-A: List of Key Experts and Required Qualifications:**

1. **Evaluation of Key personnel:**

<b>Sl. No.</b>	<b>Criteria</b>	<b>Max. Marks</b>	
(a)	<b>Team Leader – 1 (One)</b> Weightage - 30 <u>Minimum Criteria</u> Qualification : Graduation in Engineering / Science Year of Experience : 15 years in Hydrocarbon / Hydrogen / NH <sub>3</sub> / CH <sub>3</sub> OH related Projects	<b>30 marks</b>	
(i)	Minimum Experience of 15 years		10marks
	Experience more than 15 years but less than or equal to 20 years		12marks
	Experience more than 20 years		15marks
(ii)	Graduation in Engineering / Science		3 marks
	Post-Graduation in field of Hydrocarbon / Hydrogen or its derivative / petroleum related subjects / Engineering / MBA / PGDM		6 marks
(iii)	Experience of leading the project team as a Team leader for minimum 3 projects		4 marks
	Experience of leading the project team as a Team leader for more than 3 projects.	6 marks	
(b)	<b>Project Manager - 1 (One)</b> Weightage - 20 <u>Minimum Criteria</u> Qualification : Graduation in Engineering / Science Year of Experience : 10 years in Hydrocarbon/ Port /shipping / Hydrogen or any its derivative related Projects Key deliverables : Should have successfully executed minimum 1 project	<b>20 Marks</b>	

	as Project Manager.		
(i)	Minimum Experience of 10 years	10 marks	<b>15 marks</b>
	Experience more than 10 years but less than or equal to 15 years	12 marks	
	Experience more than 15 years	14 marks	
(ii)	Graduation in Engineering / Science	2 marks	
	Post-Graduation in field of Hydrocarbon/ Port /shipping / Hydrogen or its derivative /petroleum related subjects / Engineering/ MBA / PGDM	4 marks	
(c)	<b>Tendering &amp; Contracts Specialist - 1 (One)</b> Weightage - 15 <u>Minimum Criteria</u> Qualification : Graduation in Engineering / Science Year of Experience : <b>10 years</b> Relevant Experience : Tendering & Contracts finalization under EPC / turnkey projects Key deliverables : Should have successfully executed minimum 2 <b>EPC / turnkey / PPP projects</b> .	15 marks	
	Minimum Experience of 10 years	6 marks	
	Experience more than 10 years but less than or equal to 15 years	8 marks	
	Experience more than 15 years	10 marks	
	Graduation in Engineering / Science	2 marks	
	Post-Graduation in field of Engineering / Science / MBA / PGDM	5 marks	

(d)	<b>Hydrogen and its derivatives Expert - 1 (One)</b> Weightage - 20 <u>Minimum Criteria</u> Qualification : Graduation in Engineering / Science Year of Experience : <b>5 years in Hydrogen or any of its derivative (s) - production/ storage / bunkering/ refueling Projects facilities</b> Key deliverables : Should have successfully executed minimum 2 <b>EPC / turnkey / PPP projects</b>		<b>20</b>
	Minimum Experience of 5 years	10marks	
	Experience more than 8 years but less than or equal to 10 years	12marks	
	Experience more than 10 years	14marks	
	Graduation in Engineering / Science	3 marks	
	Post-Graduation in field of Hydrocarbon / Hydrogen or its derivative / Petroleum related subjects	6 marks	
(e)	<b>Safety, Environmental and regulatory Expert - 1 (One)</b> Weightage - 15 <u>Minimum Criteria</u> Qualification : Graduation in Engineering / Science Year of Experience : <b>3 years in Hydrocarbons / Hydrogen or any of its derivative (s) Projects</b> Key deliverables : Should have successfully associated with minimum 2 <b>EPC / turnkey projects</b>		<b>15</b>
	Minimum Experience of 3 years	6marks	
	Experience more than 3 years but less than or equal to 5 years	8marks	
	Experience more than 5 years	10marks	
	Graduation in Engineering / Science	2 marks	

	Post-Graduation in field of Engineering / Science/MBA / PGDM	5 marks	
	Total		<b>100</b>

**Note:**

1. Marks obtained for 100 marks on General profile of qualification, experience of key staff shall be converted to 25 marks for technical proposal calculation as per Sl.no 2 of Section VII: Evaluation/ Scoring Criteria.
2. The self-certified copies in support of fulfilment of above criteria to be submitted along with the bid as per format enclosed



**Revised - Section VII: Evaluation/ Scoring Criteria**

- ❖ RFP Document No. MEE/NIT/PILOT/GREENH2/2024;
- ❖ Tender Title: Consultancy Services

(Ref ITC-clause 1.4),

Technical Proposal

*Criteria, sub-criteria, and marks system for scoring the marks for Technical Proposal (St):*

<b>Sl. No</b>	<b>Criteria</b>	<b>Total Marks</b>
<b>1</b>	<b>Experience of the consultant (track record)</b>	<b>60</b>
	a) No. of years of experience in the consultancy field	12
	b) Experience in consultancy in relevant field	24
	c) Consultancy works in the related sector	18
	d) Past experience in the region	6
<b>2</b>	<b>General profile of qualification, experience and number of key staff ( As per Section VI A)</b>	<b>25</b>
	a) Qualifications	
	b) Relevant Experience	
<b>3</b>	<b>Overall financial strength of the consultant in terms of turnover, profitability and cash flow (liquid assets) situation</b>	<b>15</b>
	a) Turnover figure for Last three Years.	7.5
	b) Net Profit Figure for Last three years	7.5
	<b>Total</b>	<b>100</b>

*The Technical proposal marks (100 marks) will be considered for 70% weightage.*

Methodology for allocation of marks:

1. Experience of consultant –

- a. **No. of years of experience in the consultancy field:** The bidder shall submit the certificate of incorporation/documents to establish the commencement of its service and is also required to submit the recent work order /completion certificates/documents to establish, the bidder is serving in the field of consultancy till date. The marks for experience (Years) in the field of consultancy may be considered as below
- i. Slab A - Bidder's experience is  $\geq 05$  years &  $\leq 10$  years – 08 Marks
  - ii. Slab B - Bidder's experience is  $\geq 11$  years &  $\leq 15$  years – 10 Marks
  - iii. Slab C - Bidder's experience is greater than 15 years – 12 Marks
- b. **Experience in consultancy in relevant field:** Relevant field experience means consultancy in Green Hydrogen or any of its derivative/hydrogen or any of its derivative production & storage/hydrogen or any of its derivative bunkering & refuelling/ Hydrogen or any of its derivative blending/ Green shipping/ Hydrogen or any of its derivative refuelling stations/ Hydrogen or any of its derivative storage systems/ Hydrocarbons projects – Bunkering/ Hydrocarbons projects – Refuelling/ Hydrocarbons projects – Storage/Studies in hydrogen or any of its derivatives production / Studies in hydrogen or any of its derivatives storage or bunkering. The derivatives of hydrogen may be ammonia, methanol, etc (fuel). The bidder shall submit 3Nos to 7Nos of completed works (Work orders & completion certificate/documents) in the relevant field. Each works shall not be less than Rs. 1.00 Cr. The marks may be considered as below
- i. Slab A – 3 Nos of work order – 15 Marks
  - ii. Slab B - 5 Nos of work order – 18 Marks
  - iii. Slab C -  $\geq 7$  Nos of work order – 24 Marks
- c. **Consultancy works in related sector:** Related sector means Port sector, all port-related consultancy works may be considered in this category. Each work order shall have a minimum value of Rs.1.00 Cr. The marks may be considered as below
- i. Slab A – 1 no of work order submitted – 6 Marks
  - ii. Slab B - 3 nos of work order submitted – 12 Marks
  - iii. Slab C -  $\geq 5$  nos of work order submitted – 18 Marks

- d. **Past experience in the region** : Region refers India. The bidder may submit completed works in any category in Indian region. Each work order shall have a minimum value of Rs. 1.00 Cr. The marks may be considered as below
- i. Slab A – 1 no of work order submitted – 3 Marks
  - ii. Slab B – 2 nos of work order submitted – 4 Marks
  - iii. Slab C -  $\geq 3$  nos of work order submitted – 6 Marks
2. Key staff : (Refer Section VI A for evaluation of key experts)
- a. Qualifications
  - b. Technical Experience :
3. The financial turnover may be considered as follows:
- a) **Turn-over** – The bidder shall furnish the financial statement for the last three financial years from 2020-21 to 2022-23.
    - a. Slab A – Average Turnover of last 3 years is greater than or equal to 0.75 Cr– 5 Marks
    - b. Slab B – Average Turnover of last 3 years is greater than or equal to 1.5 Cr– 6 Marks
    - c. Slab C – Average Turnover of last 3 years is greater than or equal to 2.25 Cr – 7.5 Marks
  - b) **Net profit** - The bidder shall furnish the financial statement for the last three financial years from 2020-21 to 2022-23.
    - a. Slab A – Average Net profit of last 3 years is greater than or equal to 0.5 Cr– 5 Marks
    - b. Slab B – Average Net profit of last 3 years is greater than or equal to 1.00 Cr– 6 Marks
    - c. Slab C – Average Net profit of last 3 years is greater than or equal to 1.5 Cr– 7.5 Marks

Note:

1. The bid will be qualified only on obtaining a minimum of 50 or above marks in technical qualification (Technical proposal). Only the financial bid of the qualified bidder shall be opened.
2. Qualification of key staff & experience shall be calculated as stated in Section VI-A: List of Key Experts and Required Qualifications
3. QCBS Selection: The weights (out of a total of 100) given to the Technical Proposal (T) and Financial Proposal (P) are: T = [70%], and P = [30%]

**Technical Proposal – Documents submission format. (In conjunction with Form 2 – Consultant’s Organization and Experience)**

The following are the only documents submitted to satisfy the bid requirements in the Technical Proposal.

Sl. No	Criteria ref.	Description of work	Document reference No.	Value of work	Remarks
	1	<b>Experience of the consultant (track record)</b>			
	a	No. of years of experience in the consultancy field			
1		<i>Certificate of incorporation / related documents</i>			
2		<i>Recent work order &amp; completion certificate / documents</i>			
	b	Experience in consultancy in relevant field			
3		<i>Recent work order &amp; completion certificate / documents</i>			
		<i>Recent work order &amp; completion certificate / documents</i>			
		<i>Recent work order &amp; completion certificate / documents</i>			
	c	Consultancy works in the related sector			
		<i>Recent work order &amp; completion certificate / documents</i>			
		<i>Recent work order &amp; completion certificate / documents</i>			
		<i>Recent work order &amp; completion certificate / documents</i>			
	d	Past experience in the region			
		<i>Recent work order &amp; completion certificate / documents</i>			
		<i>Recent work order &amp; completion certificate / documents</i>			
		<i>Recent work order &amp; completion certificate / documents</i>			
	3	<b>Overall financial strength of the consultant in terms of turnover, profitability and cash flow (liquid assets) situation</b>			



	a	Turnover figure for Last three Years.			
		Audited financial statement			
		Audited financial statement			
		Audited financial statement			
	b	Net Profit Figure for Last three years			
		Audited financial statement			
		Audited financial statement			
		Audited financial statement			

The bidder shall upload all necessary documents required as per Evaluation criteria.

## Appendix B: Key Experts

RFP Document No. RFP No./ xxxx; Tender Title: Consultancy Services

Contract No \_\_\_\_\_; Date \_\_\_\_\_

Consultant's Name \_\_\_\_\_

*[Insert a table based on Form T-6 of the Consultant's Technical Proposal and finalized at the Contract's negotiations. Attach the CVs (updated and signed by the respective Key Experts) demonstrating the qualifications of Key Experts.]*

*[Specify Hours of Work for Key Experts: List here the hours of work for Key Experts; travel time to/ from the Assignment Site; entitlement, if any, to leave pay; public holidays in the Procuring Entity that may affect Consultant's work; etc. Make sure there is consistency with Form T-6. In particular: one month equals twenty-two (22) working (billable) days. One working (billable) day shall be not less than eight (8) working (billable) hours.]*

**Annexure C: Non-Key Personnel**

RFP Document No. RFP No./ xxxx; Tender Title: Consultancy Services

Contract No \_\_\_\_\_; Date \_\_\_\_\_

Consultant's Name \_\_\_\_\_

[Insert a table of proposed Non key personnel by Consultant ]