

# *Request for Expression of Interest*

*India*

## **GEF - Sustainable Urban Transport Project (GEF-SUTP)**

### **Consultancy Services for Developing Operations Documents for Urban Metropolitan Transport Authority (UMTA) and Urban Transport Fund (UTF)**

**GEF Grant No. TF095549 - IN**

1. This Request for Expressions of Interest follows the general procurement notice for this project that appeared in Development Business, issue on 1 October 2008
2. The Ministry of Urban Development has received a grant from the Global Environment Fund (GEF) / International Bank for Reconstruction and Development and intends to apply part of the proceeds of this grant to payments under the contract for '**Consultancy Services for Developing Operations Documents for Urban Metropolitan Transport Authority (UMTA) and Urban Transport Fund (UTF)**'.
3. The objective of this consultancy is to:
  - (i) Help design and structure an appropriate UMTA relevant to the Indian context and its existing governance system.
  - (ii) Assist with structuring the creation and management of an Urban Transport Fund (UTF) to be used for meeting investments needs for urban transport.
  - (iii) Help develop comprehensive "generic" operations manuals for the UMTA and the UTF.
  - (iv) Tailor the manuals to three specific cities requirements
  - (v) Conduct capacity building workshops to encourage the selected three cities to implement UMTA and UTF in their respective cities.

The duration of the consultancy services is expected to be 15 months from the date of award of the contract.

4. The Ministry of Urban Development now invites eligible consultants to indicate their interest in providing the services.

## 5. Submission Requirements:

Interested consultants must provide information indicating that they are qualified to perform the Services. This should include the following:

### A - Consultant's Company Profile & Financial Strength:

1. Organizational: Provide a brief description of the background and organization of your firm/entity and each associate.. The brief description should include ownership details, date and place of incorporation of the firm, objectives of the firm, availability of appropriate skills among staff, brochures etc.
2. Financial: Provide the turn over and net worth of the company on the basis of the audited accounts of the previous three financial years i.e. 2010-11, 2009-10 and 2008-09 with audited statements.

### B - Consultant's Experience

Provide here information in respect of each of similar assignments particularly in the Government sector and in Urban Transport areas, related to institutional reforms completed since year 2000, giving the following details:

- Description of the assignment and its value
- Name and address of the client
- Period of the assignment
- Name of the associate, if any and its role in the assignment

### C - Qualifications and strength of key staff

Provide here information in respect of resources in terms of personnel necessary for the performance of this requirement, qualifications and availability of key personnel for this assignment.

6. A consultant will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of Consultants by Bank Borrower, January 2011 available at [www.worldbank.org/procure](http://www.worldbank.org/procure).

Companies/Consultants may associate to enhance their qualifications.

7. Interested Consultants may obtain further information, if required, at the address given below:

*Name of officer:* **Mr. Sumit Chatterjee –Deputy Secretary (MRTS),**  
*Name of office:* **Ministry of Urban Development (Govt. of India)**  
*Postal address:* **Room No. 211 C,  
Nirman Bhawan,  
Maulana Azad Road,  
New Delhi-110108, India**

*Telephone number:* **91-11-2306 2387**  
*Facsimile number:* **91-11-2306 2594**

E-mail: [Sumit\\_d6@yahoo.com](mailto:Sumit_d6@yahoo.com)  
Website: [www.sutpindia.com](http://www.sutpindia.com)

During office hours: 1000 Hours to 1700 Hours on all working days from Monday to Friday.

8. Documents superscripted with the title "**Consultancy *Services for Developing Operations Documents for Urban Metropolitan Transport Authority (UMTA) and Urban Transport Fund (UTF)***" must be delivered to the address indicated above not later than 1500 hrs on 01 - AUGUST - 2011. The proposals are to be submitted in Hard copy only (electronic submission of the proposal is not acceptable).

**Sumit Chatterjee**  
**Deputy Secretary (MRTS),**  
**Ministry of Urban Development (Govt. of India)**