

**Annexure A**

**COVERING LETTER – ON BIDDER’S LETTERHEAD**

Date:

General Manager (Mines)  
Odisha Power Generation Corporation Limited  
7<sup>th</sup> Floor, Fortune Towers,  
Bhubaneswar, Odisha.

Dear Sir,

**Sub: Qualification Proposal for Selection of Mine Operator (MO) for Manoharpur Coal Mine, OPGC.**

Attached is one (1) original and three (3) photo copies of our Qualification Proposal (together with all attachments thereto duly completed, the “QP”) in respect of construction, operation and maintenance of Manoharpur Coal Mine and associated infrastructure at Village - Manoharpur, Tehsil – Hemgir, District - Sundergarh, Odisha, India in response to Request for Qualification documents issued vide your advertisement dated \_\_\_\_\_.

**CONFIRMATIONS AND DECLARATIONS**

1. The QP is being submitted by (*Bidder - Organization name*) (“Bidder”) in accordance with the conditions stipulated in the RFQ of OPGC dated \_\_\_\_\_ and following amendments there to, issued by OPGC receipt of which is hereby acknowledged.

Number \_\_\_\_\_ Dated \_\_\_\_\_

Number \_\_\_\_\_ Dated \_\_\_\_\_

Number \_\_\_\_\_ Dated \_\_\_\_\_

Number \_\_\_\_\_ Dated \_\_\_\_\_

2. Bidder has examined in detail, understood the contents, and agrees to abide by all terms and conditions stipulated in the RFQ issued by OPGC.

3. Bidder confirms that it has submitted only one Qualification Proposal and that it doesn't have any conflict of interest with any other bidder participating in this bid process.
4. Bidder has necessary legal right and authorization to submit the Qualification Proposal in connection with this project. A true copy of the relevant Board Resolution, duly adopted by the Board of Directors of the Bidder is attached hereto. (APPENDIX 1).
5. Bidder designates Mr. /Ms. ----- as Bidder's representative, who is authorized to perform all tasks including, but not limited to providing information, responding to enquiries, entering into commitment etc. on behalf of the Bidder, in respect of the Project. The Power of Attorney issued in favor of Mr. /Ms. \_\_\_\_\_ by the Bidder is attached hereto. (APPENDIX 2)
6. Bidder confirms that it is submitting this QP under Route [A / B / C] of this RFQ and that it [meets the Qualification Requirements on its own under Route A]/ [(has taken the support of its Financially Qualified Affiliate, M/s \_\_\_\_\_, for meeting the Financial Qualification Requirement under Route B] / [has taken the support of its Technically Qualified Affiliate, M/s \_\_\_\_\_, for meeting the Technical Qualification Requirement under Route B]/[has taken the support of a Technically Qualified company, corporation or entity , M/s \_\_\_\_\_, for meeting the Technical Qualification Requirement under Route C]/ [has taken the support of a Financially Qualified company, corporation or entity , M/s \_\_\_\_\_, for meeting the Technical Financial Qualification Requirement under Route C]. The true copy of the relevant Board Resolution(s) (APPENDIX 3), duly adopted by the relevant Affiliate/company, corporation or entity, indicating this support to the Bidder is attached hereto. **(Strike out components of this clause that are not applicable)**.
7. The Undertaking (APPENDIX 4) from the Financially Qualified Affiliate or the Technically Qualified Affiliate/company, corporation or entity to take over the obligations of the Bidder in case of its default is attached hereto. **(Strike out in case this clause is not applicable)**.
8. M/s \_\_\_\_\_ ~~(Technically Qualified Affiliate/company, corporation or entity)~~ has submitted the format for meeting the Technical Qualification Requirement. (APPENDIX 5); ~~**(Strike out components of this clause that are not applicable)**~~.
9. M/s \_\_\_\_\_ ~~(Financially Qualified Affiliate/company, corporation or entity)~~ has submitted the format for meeting the Financial Qualification Requirement. (APPENDIX 6); ~~**(Strike out components of this clause that are not applicable)**~~.

- 
10. Bidder has enclosed Certificate of Incorporation, Memorandum and Articles of Association (MOA & AOA) for itself and, as applicable, its Financially Qualified Affiliate /company, corporation or entity and Technically Qualified Affiliate/company, corporation or entity. (APPENDIX 7). **(Strike out components of this clause that are not applicable).**
11. Bidder has enclosed Organizational details for itself and, as applicable, its Financially Qualified Affiliate /company, corporation or entity and Technically Qualified Affiliate/company, corporation or entity. (APPENDIX 8)
12. The information contained in the proposal is complete and accurate in all material respects. Bidder undertakes to notify the OPGC promptly upon Bidder becoming aware of any material fact which tends to render Bidder’s proposal misleading or inaccurate. Bidder acknowledges and agrees that any material misrepresentation made in connection with Bidder’s proposal might result in its invalidation and Bidder’s disqualification from the bidding process.
13. Bidder acknowledges and agrees that OPGC has the right not to qualify any bidder on grounds of national interest, security or public policy.

For and on behalf of the Bidder’s : -----  
Organisation name  
(Signature of the Authorised Signatory) : -----  
Name of the Person : -----  
Designation : -----  
Place :-----

Table of Enclosures:

<b>S. No.</b>	<b>Appendix</b>	<b>Details</b>	<b><u>Submitted By</u> <u>(Entity Name)</u></b>
1	APPENDIX 1	True Copy of Board Resolution of the Bidder	
2	APPENDIX 2	Power of Attorney issued by the Bidder, Financially Qualified Affiliate, company, corporation or entity and/or Technically Qualified company, corporation or entity (whichever is applicable)	
3	APPENDIX 3	True Copy of the Board Resolution of the Technically Qualified Affiliate, company, corporation or entity and/or Financially Qualified Affiliate, company, corporation or entity (whichever is applicable)	
4	APPENDIX 4	Undertaking by the Technically Qualified Affiliate, company, corporation or entity and/or Financially Qualified Affiliate, company, corporation or entity (whichever is applicable)	
5	APPENDIX 5	Technical Qualification Requirements	
6	APPENDIX 6	Financial Qualification Requirements	
7	APPENDIX 7	Certificate of Incorporation, Memorandum and Articles of Association of the Bidder, Technically Qualified Affiliate, company, corporation or entity and/or Financially Qualified Affiliate, company, corporation or entity (whichever is applicable)	
8	APPENDIX 8	Organisation Details of the Bidder	

**TRUE COPY OF THE BOARD RESOLUTION**

The following documents in respect of the necessary legal rights to submit the Qualification Proposal duly executed and delivered by the Bidder are attached (Reference paragraph 4 of the Covering Letter):

<b>S. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1	-----	Appendix 1 A
2	-----	Appendix 1 B
3	-----	Appendix 1 C
4	-----	Appendix 1 D

(Please number the attachments as shown above)

**BOARD RESOLUTION OF THE BIDDER**

(Refer paragraph 4 of the Covering Letter)

Format of the Board Resolution for the Bidder

The Board, after discussion, at the duly convened Meeting on \_\_\_\_\_ [insert date], with the consent of all the Directors present and in compliance of the provisions of the Companies Act, 1956, passed the following Resolution:

RESOLVED THAT pursuant to the provisions of the Companies Act, 1956 and compliance thereof and as permitted under the Memorandum and Articles of Association of the Company, approval of the Board be and is hereby accorded for placing the Bid against the Request for Qualification (RFQ) dated \_\_\_\_\_, as amended from time to time, issued by Odisha Power Generation Corporation Limited ("OPGC") for the construction, operation and maintenance of the Manoharpur Coal Block in Odisha, India.

RESOLVED THAT the Board hereby acknowledges the Board Resolution dated \_\_\_\_\_ passed by the \_\_\_\_\_ (Name of the Affiliate/company, corporation or entity) for providing the technical and/or financial support to the \_\_\_\_\_ (Name of the Bidder) to meet the Qualification Requirements and undertaking to provide requisite support to \_\_\_\_\_ (Name of the Bidder), as per the provisions of the RFQ, in case it is unable

---

to meet its obligations. **(Strike out if not applicable).**

FURTHER RESOLVED THAT \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ (Name of the Person(s)) be and is hereby authorised to enter into take all the steps required to be taken by the Company in this regard, including in particular, signing of the Qualification Proposal, making changes thereto and submitting amended Qualification Proposal, all the related documents, certified copy of this Board Resolution or letter, undertakings etc, required to be submitted to OPGC or such other documents as may be necessary in this regard.

Certified True Copy

**Notes:-**

1. This certified true copy of the Board Resolution should be submitted on the letterhead of the company, corporation or entity, signed by the Company Secretary or any of the authorised Directors of the Company and the rubber stamp for the company, corporation or entity shall be affixed.
2. The above format is indicative only. The contents of the format of the Board Resolution should be suitably re-worded ~~indicating the identity of the company, corporation or entity passing the resolution.~~
3. The Board Resolution from a company, corporation or entity incorporated outside India be duly notarized and consularized (i.e. confirmed by the Indian Embassy of that country) in its jurisdiction.

**APPENDIX - 2**

**FORMAT FOR POWER OF ATTORNEY**

(Refer paragraph 5 of the Covering Letter)

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution. Foreign entities submitting bids are required to follow the applicable law in their country)

WHEREAS Odisha Power Generation Corporation Limited (“OPGC”) has issued Request for Qualification (“RFQ”) on \_\_\_\_\_, as amended from time to time, for inviting the bids in respect of construction, operation and maintenance of Manoharpur Coal Block in Odisha, India (“Project”).

Know all men by these presents, We.....(name and address of the registered office) do hereby constitute, appoint and authorise Mr. / Ms.....(name and residential address) who is presently employed with us and holding the position of ..... as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the Project envisaging, construction, operation and maintenance of Manoharpur Coal Block, Odisha India, including signing and submission of all documents and providing information / Bids to Odisha Power Generation Corporation Limited, representing us in all matters before Odisha Power Generation Corporation Limited, and generally dealing with Odisha Power Generation Corporation Limited in all matters in connection with our bid for the said Project.

The attorney has been duly authorized and vested with requisite powers to submit and execute the aforesaid documents and do all things necessary for our bid to OPGC. We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For \_\_\_\_\_  
Company Seal

Accepted  
..... (signature)  
| (Name, Title and Address -of the Attorney)

**Notes:-**

1. The Power of Attorney shall be submitted by the Bidder and companies extending the financial or technical qualification. The format is indicative only and shall be suitably reworded if required.

2. The Power of Attorney from a company, corporation or entity incorporated outside India be duly notarized and consularized (i.e., confirmed by the Indian Embassy of that country) in its jurisdiction.



APPENDIX - 3

**FORMAT OF THE BOARD RESOLUTION OF THE TECHNICALLY QUALIFIED AFFILIATE/TECHNICALLY QUALIFIED COMPANY, CORPORATION OR ENTITY AND/OR FINANCIALLY QUALIFIED AFFILIATE/ FINANCIALLY QUALIFIED COMPANY, CORPORATION OR ENTITY WHO MEETS THE FINANCIAL QUALIFICATION REQUIREMENT OR TECHNICAL QUALIFICATION REQUIREMENT ON BEHALF OF THE BIDDER OR TECHNICALLY QUALIFIED COMPANY, CORPORATION OR ENTITY**

(Refer paragraph 6 of the Covering Letter)

The Board, after discussion, at the duly convened Meeting on \_\_\_\_\_ [insert date], with the consent of all the Directors present and in compliance of the provisions of the Companies Act, 1956, passed the following Resolution:

~~RESOLVED THAT the Board hereby acknowledges the Board Resolution dated \_\_\_\_\_ passed by the \_\_\_\_\_ (Name of the Bidder) for submitting the Bid to meet the Qualification Requirements as per the provisions of the Request for Qualification (“RFQ”) dated \_\_\_\_\_, as amended from time to time, issued by Odisha Power Generation Corporation Limited (“OPGC”) for the construction, operation and maintenance of the Manoharpur Coal Block in Odisha, India.~~

FURTHER RESOLVED THAT the Board hereby acknowledges that

- I. \_\_\_\_\_ (Name of the Bidder) has requested the company, corporation or entity to provide the support to the \_\_\_\_\_ (Name of the Bidder) to meet the Technical Qualification Requirement as per the provisions of the RFQ. The company, corporation or entity has agreed to provide the requested support to the \_\_\_\_\_ (Name of the Bidder) to meet the Technical Qualification Requirements as per the provisions of the RFQ; ***(Strikeout, if is not applicable)***.
- II. \_\_\_\_\_ (Name of the Bidder) has requested the company, corporation or entity to provide the support to the \_\_\_\_\_ (Name of the Bidder) to meet the Financial Qualification Requirement as per the provisions of the RFQ. The company, corporation or entity has agreed to provide the requested support to the \_\_\_\_\_ (Name of the Bidder) to meet the Financial Qualification Requirements as per the provisions of the RFQ; ***(Strikeout, if not applicable)***.
- III. **Financial Qualification under Route B:** In case, the \_\_\_\_\_ (Name of the Bidder) is declared Selected Bidder and is required to execute the Agreement(s) for the construction, operation and maintenance of the Manoharpur Coal Block, the company, corporation or entity shall be jointly and severally liable for the successful performance till the completion of the tenor of the Agreement(s). The company, corporation or entity

shall also submit to OPGC required corporate guarantee in form and manner to be specified by OPGC, in addition to the Contract Performance Security to be submitted by the Bidder; (**Strikeout if not applicable**).

IV. **Technical Qualification under Route B:** In case, the \_\_\_\_\_ (Name of the Bidder) is declared Selected Bidder and is required to execute the Agreement(s) for the construction, operation and maintenance of the Manoharpur Coal Block, the company, corporation or entity shall be jointly and severally liable for the successful performance till the completion of the five (5) years of the start of coal production or the mine reaching the rated capacity, whichever is later. The company, corporation or entity shall also submit to OPGC required corporate guarantee in form and manner to be specified by OPGC, in addition to the Contract Performance Security to be submitted by the Bidder; (**Strikeout if not applicable**).

V. **Technical / Financial Qualification under Route C:** In case, the \_\_\_\_\_ (Name of the Bidder) is declared Selected Bidder and is required to execute the Agreement(s) for the -construction, operation and maintenance of the Manoharpur Coal Block, the company, corporation or entity shall be jointly and severally liable for the successful performance till the completion of the five\_(5) years of the start of coal production or the mine reaching the rated capacity, whichever is later. The company, corporation or entity shall also submit to OPGC required corporate guarantee in form and manner to be specified by OPGC, in addition to the Contract Performance Security to be submitted by the Bidder; (**Strikeout if not applicable**).

FURTHER RESOLVED THAT \_\_\_\_\_, be and is hereby authorised to enter into and take all the steps required to be taken by the Company in this regard, including in particular, signing the said Undertaking, issuing the same to the OPGC of all the related documents, certified copy of this Board resolution or letter, undertakings etc, required to be OPGC or such other documents as may be necessary in this regard for the bidding process.

Certified True Copy

**Notes:-**

1. The above format is indicative only. This certified true copy should be submitted on the letterhead of the company, corporation or entity, signed by the Company Secretary or any of the authorised Directors of the Company and the rubber stamp for the company, corporation or entity shall be affixed.
2. The contents of the format of the Board Resolution should be suitably re-worded indicating the identity of the company, corporation or entity passing the resolution.
3. This format of the Board Resolution may be modified only to the limited extent required

to comply with the local regulations and laws applicable to a foreign company, corporation or entity submitting this resolution. For example, reference to Companies Act 1956 may be suitably modified to refer to the law applicable to the entity submitting the resolution. However, in such case, the foreign company, corporation or entity shall submit a certificate signed by a person authorized by law of the foreign company, corporation or entity's country certifying that the resolution has been provided in compliance with the applicable local laws outside India and that this format has been modified only to the limited extent to comply with applicable foreign law.

4. The Board Resolution from a company, corporation or entity incorporated outside India be duly notarized and consularized (i.e., confirmed by the Indian Embassy of that country) in its jurisdiction.

**FORMAT OF THE UNDERTAKING OF THE FINANCIALLY QUALIFIED AFFILIATE / COMPANY,  
CORPORATION OR ENTITY OR TECHNICALLY QUALIFIED AFILIATE/COMPANY, CORPORATION  
OR ENTITY**

[On the letter head of the Entity Providing Undertaking]

(Refer paragraph 7 of the Covering Letter)

Date:

General Manager (Mines)  
Odisha Power Generation Corporation Limited  
7<sup>th</sup> Floor, Fortune Towers,  
Bhubaneswar, Odisha.

Dear Sir,

**Sub: Qualification proposal for Selection of Mine Operator (MO) of Manoharpur Coal Mine, OPGC.**

The Company has noted that \_\_\_\_\_ (Name of the Bidder) is submitting a Bid to meet the Qualification Requirements as per the provisions of the Request for Qualification (“RFQ”) dated \_\_\_\_\_, as amended from time to time, issued by Odisha Power Generation Corporation Limited (“OPGC”) for the construction, operation and maintenance of the Manoharpur Coal Block in Odisha, India.

The Company confirms the following:

- (a) **Qualification under Route B:** It shall be jointly and severally liable with the Bidder for the successful performance of the scope of work specified and all other Bidder obligations in the Agreement(s) for the tenor of the Agreement (*for Financially Qualified Affiliate*) / at least for a period of five (5) years from the start of coal production from the mine or the mine reaching rated capacity, whichever is later (*for Technically Qualified Affiliate*). ***(Strikeout whichever is not applicable)***.
- (b) **Qualification under Route B:** It shall furnish corporate guarantee as specified in the Agreements in addition to the required contract performance security to be furnished by \_\_\_\_\_ (Name of the Bidder) (*for both Financially Qualified Affiliate and Technically Qualified Affiliate*).
- (c) **Qualification under Route C:** It shall be jointly and severally liable with the Bidder for the successful performance of the scope of work specified and all other Bidder obligations in the Agreement(s) for at least a period of five (5) years from the start of coal production from the mine or the mine reaching rated capacity, whichever is later (*for Financially/*

---

*Technically Qualified company, corporation or entity). (Strikeout if not applicable)*

- (d) **Qualification under Route C:** It shall furnish corporate guarantee as specified in the Agreements in addition to the required contract performance security to be furnished by \_\_\_\_\_ (Name of the Bidder) *(for Financially/ Technically Qualified company, corporation or entity).* *(Strikeout if not applicable)*

Thanking you,

For [Insert name of Financially Qualified Affiliate/ Technically Qualified Affiliate/ Technically Qualified company, corporation or entity/ Financially Qualified company, corporation or entity]

(Please affix the company seal)

Authorized Signatory

Certified, Acknowledged, and Attested to by:

For [Insert name of Bidder]

(Please affix the company seal of the Bidder)

Authorized Signatory

APPENDIX - 5

**FORMAT FOR TECHNICAL QUALIFICATION REQUIREMENT**

[On the letter head of the Bidder / Technically Qualified Affiliate/ company, corporation or entity]

(Refer paragraph 8 of the Covering Letter)

Date:

To,

General Manager (Mines)  
Odisha Power Generation Corporation Limited  
7<sup>th</sup> Floor, Fortune Towers,  
Bhubaneswar, Odisha.

Dear Sir,

**Sub: Certification of the Technical Qualification Requirement with respect to Section 5 of the Request for Qualification (RFQ).**

[We are submitting a QP under Route A of the RFQ.] or [We are submitting our technical qualifications in support of the QP of our Technically Qualified Affiliate, \_\_\_\_\_(Name of company, corporation or entity), under Route B of the RFQ.] or [We are submitting our technical qualifications in support of the QP of our Technically Qualified company, corporation or entity, \_\_\_\_\_(Name of company, corporation or entity) under Route C of the RFQ.] or [We are submitting our technical qualifications in support of the QP of our consortium with, (Name), under Route C of the RFQ.] (Please select applicable clause).

Part A

We certify that [Insert name of Bidder or Technically Qualified Affiliate or Technically Qualified company, corporation or entity ~~or subsidiary(ies) of Technically Qualified Affiliate or Technically Qualified company, corporation or entity~~] has:

in any two (2) of the preceding six (6) Years, reckoned from the QP Submission Date, experience in deploying, operating and maintaining within mines (i) dump trucks of at least 50 Ton payload capacity and (ii) loading units of at least 5 cubic meter bucket capacity.

*Description:* For qualification under Part A, the qualifying mine is [Insert Name]. This mine is located in [Insert province and country] and is owned by [Insert Name of Mine Owner]. We certify that we have performed work at this mine from [Insert Start Month and Year] until [Insert End Month and Year] utilizing the equipment indicated in the table below:

Year	Number and Make of Dump Trucks Used	Payload Capacity of Dump Trucks Used	Number and Make of Loading Units Used	Bucket Capacity of Loading Units Used
2008				
2009				
2010				
2011				
2012				
2013				
2014 (part)				

**Notes:**

1. Payload capacity of dump trucks expressed in Ton (US Short Ton). Bucket capacity of loading units expressed in cubic meters.
2. The Year indicated above is [Calendar Year / Financial Year].
3. For each mine provide the above table where the qualifying capacity of the equipments are being deployed.

**Part B**

We certify that [Insert name of Bidder or Technically Qualified Affiliate or Technically Qualified company, corporation or entity ~~or subsidiary(ies) of Technically Qualified Affiliate or Technically Qualified company, corporation or entity~~] has:

in any two (2) of the preceding Six (6) Years, reckoned from the QP Submission Date, mined at least fifteen (15.0) million bank cubic meters (bcm) per annum of composite volume of overburden / interburden/ Pay Minerals on aggregate basis from single/multiple open cast mine (s). [Note: for each mine required to meet this qualification, provide the information in below mentioned format.]

*Description:* For qualification under Part B, the qualifying mine is [Insert Name]. This mine is located in [Insert province and country] and is owned by [Insert Name of Mine Owner]. We certify that we have performed work at this mine from [Insert Start Month and Year] until

[Insert End Month and Year]. The table below provides more detail on the work performed by us:

<b>Year</b>	<b>Overburden / Interburden Production (A) (million bcm)</b>	<b>Pay Mineral Production (B) (million Tonnes)</b>	<b>Total Volume (A+B) (million bcm)</b>
2008			
2009			
2010			
2011			
2012			
2013			
2014 (part)			

**[Notes:**

1. The information specified should be for immediately preceding 6 [Calendar Year / Financial Year] and for the current year if available.
2. For computation purposes, the specific gravity of Pay Mineral shall be considered as defined.]
3. If multiple mines are being used for qualification for each mine similar table shall be provided. If experience of an affiliate is being used for qualification, relevant documents for establishing the affiliation shall be provided. Further, against each year and mine a certificate from mine owner shall be provided.

Thanking you,

For [Insert name of Technically Qualified Affiliate/Technically Qualified company, corporation or entity]

(Please affix the company seal of Technically Qualified Affiliate / Technically Qualified company, corporation or entity)

[Authorized Signatory](#)

Certified, Acknowledged, and Attested to by:

For [Insert name of Bidder]

(Please affix the seal of the Bidder)



[Authorized Signatory](#)

**APPENDIX - 6**

**FORMAT FOR FINANCIAL QUALIFICATION REQUIREMENT**

[On the letter head of [Bidder or](#) Financially Qualified Affiliate/ Financially Qualified company, corporation or entity]

(Refer paragraph 9 of the Covering Letter)

Date:

To,

General Manager (Mines)  
Odisha Power Generation Corporation Limited  
7<sup>th</sup> Floor, Fortune Towers,  
Bhubaneswar, Odisha.

Dear Sir,

**Sub: Certification of the Financial Qualification Requirement with respect to Section 5 of the Request for Qualification (RFQ).**

[We are submitting a QP under Route A of the RFQ.] or [We are submitting our financial qualifications in support of the QP of our Affiliate (Name of the bidder) under Route B of the RFQ.] or [We are submitting our financial qualifications in support of the QP of our consortium with, (Name), under Route C of the RFQ.] **(Please select applicable clause).**

We certify that \_\_\_\_\_ [Name of Financially Qualified Company] meets the Financial Qualification Requirement as below:

(a) Financial Qualification Requirement 1: The average Annual Turnover equal to at least INR 10,000 Million, in the last three completed Year, reckoned from QP Submission Date.

Name of Bidder	Annual Turnover of Bidder			
	FY 2011	FY 2012	FY 2013	FY 2014

(b) Financial Qualification Requirement 2: The Net Worth equal to at least INR 2,500 Million, in the last completed Year, reckoned from QP Submission Date;

Name of Bidder	Net Worth of Bidder

	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>

**Notes:**

1. The Years indicated above are [Calendar Years / Financial Years].
2. This format shall also be signed by the Bidder if it is seeking support from Financially Qualified Affiliate, company, corporation or entity to meet the Financial Qualification Requirement.
3. The Financially Qualified Affiliate, company, corporation or entity shall submit the Audited Annual Report enclosing detailed financial statement for the relevant Years;
4. Along with the above format, in a separate sheet, details of computation of the Annual Turnover and the Net Worth shall be provided by the Bidder and Financially Qualified Affiliate, if required, duly certified by Chartered Accountant.
- 4.5. In case Financial Year 2013-14 results are not audited then the provisional financial statements duly certified by Chartered Accountant shall be submitted.

Thanking you,

For [Insert name of Financially Qualified Affiliate/ Financially Qualified company, corporation or entity]

(Please affix the company seal of the Financially Qualified Affiliate/ Financially Qualified company, corporation or entity)

Authorized Signatory

-----

Certified, Acknowledged, and Attested to by:

For [Insert name of Bidder]

(Please affix the company seal of the Bidder)

Authorized Signatory

---

**APPENDIX - 7**

**CERTIFICATE OF INCORPORATION, MEMORANDUM AND ARTICLES OF ASSOCIATION OF THE BIDDER/FINANCIALLY QUALIFIED AFFILIATE/TECHNICALLY QUALIFIED AFFILIATE/  
FINANCIALLY QUALIFIED COMPANY, CORPORATION OR ENTITY / TECHNICALLY QUALIFIED COMPANY, CORPORATION OR ENTITY**

(Refer paragraph 10 of the Covering Letter)

These details shall be submitted for the Bidder/Financially Qualified Affiliate/Technically Qualified Affiliate / Financially Qualified, Company, corporation or entity /Technically Qualified Affiliate, Company, corporation or entity.

## ORGANISATION DETAILS

(Refer paragraph 11 of the Covering Letter)

Please fill in the following proformas for providing the information. Please provide all the required information on separate sheets, if required, as per the proforma. The pages of the information submitted shall be numbered sequentially and the page number of each answer should be noted against the respective item below on this original format. Attachment, if any, to this document may be numbered as Appendix 8, and so on.

### 1. **Business profile of the Bidder Entity**

~~Bidder Entity~~ shall provide its business profile in detail. ~~Entity Bidder~~ shall also provide information on its corporate management structure pertinent to the control and management of the Project, including relevant experience, resource availability, relationship to ~~[Financially Qualified Affiliate/Technically Qualified Affiliate/Financially Qualified company, corporation or entity /Technically Qualified company, corporation or entity ]~~, financial stability, corporate structure (if appropriate), and safety and environmental records and programs. General information should also be provided on corporate resources and capabilities for development, operation and maintenance of mines, including information on location and resources of offices in which work will be done, and current and future workloads of those offices.

### 2. **Details of the Bidder/~~Financially Qualified Affiliate, company, corporation or entity /Technically Qualified Affiliate, company, corporation or entity~~:**

2.1. ~~Name of Bidder/Financially Qualified Affiliate, company, corporation or entity /Technically Qualified Affiliate, company, corporation or entity:~~

2.2. Legal status: (e.g. incorporated private company, unincorporated business, etc.)

2.3. Country of Origin:

2.4. Year of incorporation:

2.5. Principal place of business:

2.6. Address of the Company:

2.7. Contact Person, Telephone No., Fax No., E- Mail Address

### 3. ~~For the Bidder/Financially Qualified Affiliate company, corporation or entity /Technically Qualified Affiliate, company, corporation or entity~~, State the following information

3.1. Names and titles of Directors or partners:

3.2. In case of foreign company, does the company or firm have an office or branch office in India? [Yes/No]

If “Yes”, provide address(s) .....

3.3. Are there any pending litigations against the ~~Bidder/Financially Qualified Affiliate, company, corporation or entity/Technically Qualified Affiliate, company, corporation or entity~~? [Yes/No]

If “Yes”, please furnish the list and provide explanation. ~~Bidders/Financially Qualified Affiliate, company, corporation or entity/Technically Qualified Affiliate, company, corporation or~~ Entity found to be habitual of repeated litigations are liable to be disqualified.

3.4. Are there any pending litigations on “Intellectual Property Rights” against the ~~Bidder/Financially Qualified Affiliate, company, corporation or entity/Technically Qualified Affiliate, company, corporation or~~ entity? [Yes/No]

If ‘Yes’, please provide details of “Intellectual Property Rights” issues if any, related to the Bid for this project.

3.5. Extent of participation (including planning and deployment of HEMM and key personnel) by the ~~Bidder/Financially Qualified Affiliate, company, corporation or entity/Technically Qualified Affiliate, company, corporation or~~ entity for the proposed work?

3.6. Has the ~~Bidder/Technically Qualified Affiliate/Technically Qualified company, corporation or~~ entity ever failed to complete any work awarded or has been levied liquidated damage for delay in completion of work in the last 5 years? [Yes/No]

If “Yes”, please furnish the list and provide explanation.

3.7. In case of mergers and acquisitions, has any of the merged / acquired companies of the ~~Bidder /Technically Qualified Affiliate/Technically Qualified company, corporation or~~ entity (or any constituent member in case of Group), ever failed to complete any work awarded to it prior to its being merged / acquired in the last 5 years? [Yes/No]

If “Yes”, please furnish the list and provide explanation.

3.8. Has the ~~Bidder/Financially Qualified Affiliate, company, corporation or~~ entity/~~Technically Qualified Affiliate, company, corporation or~~ entity been blacklisted by any Government Department / PSU/Private Company? [Yes/No]

If “Yes”, please furnish the list and provide explanation.

**3.9. PAN (Permanent Account Number) of ~~entityBidder~~: (True Certified copy of the PAN Card to be enclosed.)**

~~3.9.1. Enclosed IT clearance certificate from appropriate authorities (in case of Indian Firm) \_\_\_\_\_~~

**3.10. Service Tax registration number of ~~entityBidder~~:**

**3.11. Sales Tax details of the ~~entityBidder~~:**

3.11.1. Local Sales Tax Registration No.

3.11.2. Central Sales Tax Registration No.

3.11.3. Excise Duty Registration No.

3.11.4. Enclosed Sales Tax & Excise Duty Clearance Certificate

**3.12. Stock Exchange Listing for ~~entityBidder~~:**

**3.13. Field of work and licensed capacities:**

**4. General Organization chart of ~~Bidder/Financially Qualified Affiliate, company, corporation or entity/Technically Qualified Affiliate, company, corporation or entity~~:**

**5. List of contracts booked / under negotiations for the next three years for the ~~Bidder/Financially Qualified Affiliate, company, corporation or entity/Technically Qualified Affiliate, company, corporation or entity~~:**

5.1. Contracts under execution and completion time.

5.2. Contracts under negotiations and completion time

**6. Safety Statistics in the last 3 years for ~~Bidder/Technically Qualified Affiliate/Technically Qualified company, corporation or entity~~ :**

SI No	Description	
1	List of projects and number of man-hours of work	
2	Number of fatal accidents	
3	Loss time incidents (LTI)	

**7. Do you anticipate any change in the ownership during proposed period of Work?**

**8. Names of Responsible persons and their designation: (for handling all aspects of**

**this tender/order) in the following Format.**

**Person Designation   Based at   Telephone No./E-mail/Fax**

**9. People Information**

- 9.1. People in statutory capacity (I & II class mine managers)
- 9.2. People in Engineering discipline: (Civil, Electrical, Mechanical, IT, Geology, Hydrology, Environmental etc.)
- 9.3. People in non engineering (HR, Finance, Admin etc.)
- 9.4. People in supervisory capacity (Mining Surveyor, Sirdar, foreman, overseer, overmen etc.)
- 9.5. People in highly skilled categories (fitter/operator etc.)

**10. Equipment Information**

- 10.1. Dumper in use: List down the capacity, make and Numbers, and years in use by the [entityBidder](#).
- 10.2. Shovel in use: List down the capacity, make, numbers and years in use by the [entityBidder](#).

**11. Safety Information**

**Checklist of Appendices:**

Appendices	Description	Route A	Route B		Route C		If the Technical Qualified Company meeting Technical QR together with its affiliate then additional documents to be submitted for the affiliate.
	Technically Qualified Affiliate: TQA Financially Qualified Affiliate: FQA Technically Qualified supporting Entity: TQE Financially Qualified supporting Entity: FQE	Bidder to meeting both Financial QR and Technical QR	Bidder being supported by Financially Qualified Affiliate (FQA) AND Technically Qualified Affiliate (TQA) (Bidder should be the Indian subsidiary)	Technically Qualified Bidder being supported by a Financially Qualified Affiliated (FQA) (Bidder should be the Indian subsidiary)	Technically Qualified Lead supported by Financially Qualified member (The lead will be the Bidder)	Financially Qualified Lead supported by Technically Qualified member (The lead will be the Bidder)	
<a href="#">Appendix A</a>	<a href="#">COVERING LETTER</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">NA</a>
<a href="#">Appendix 1</a>	<a href="#">TRUE COPY OF THE BOARD RESOLUTION</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">NA</a>
<a href="#">Appendix 2</a>	<a href="#">FORMAT FOR POWER OF ATTORNEY</a>	<a href="#">Bidder</a>	<a href="#">Bidder, TQA and FQA</a>	<a href="#">Bidder and FQA</a>	<a href="#">Bidder and supporting member individually</a>	<a href="#">Bidder and supporting member individually</a>	<a href="#">Yes</a>
<a href="#">Appendix 3</a>	<a href="#">FORMAT OF THE BOARD RESOLUTION OF THE TECHNICALLY QUALIFIED AFFILIATE/TECHNICALLY QUALIFIED COMPANY, CORPORATION OR ENTITY AND/OR FINANCIALLY QUALIFIED AFFILIATE/FINANCIALLY QUALIFIED COMPANY, CORPORATION OR ENTITY WHO MEETS THE FINANCIAL QUALIFICATION REQUIREMENT OR TECHNICAL QUALIFICATION REQUIREMENT ON BEHALF OF THE BIDDER</a>	<a href="#">NA</a>	<a href="#">TQA and FQA</a>	<a href="#">FQA</a>	<a href="#">Supporting member</a>	<a href="#">Supporting member</a>	<a href="#">Yes</a>
<a href="#">Appendix 4</a>	<a href="#">FORMAT OF THE UNDERTAKING OF THE FINANCIALLY QUALIFIED AFFILIATE OR TECHNICALLY QUALIFIED AFILIATE/ COMPANY, CORPORATION OR ENTITY</a>	<a href="#">NA</a>	<a href="#">TQA and FQA</a>	<a href="#">FQA</a>	<a href="#">Supporting member</a>	<a href="#">Supporting member</a>	<a href="#">Yes</a>
<a href="#">Appendix 5</a>	<a href="#">FORMAT FOR TECHNICAL QUALIFICATION REQUIREMENT</a>	<a href="#">Bidder</a>	<a href="#">TQA</a>	<a href="#">Bidder</a>	<a href="#">Bidder</a>	<a href="#">Supporting member</a>	<a href="#">Yes</a>
<a href="#">Appendix 6</a>	<a href="#">FORMAT FOR FINANCIAL QUALIFICATION REQUIREMENT</a>	<a href="#">Bidder</a>	<a href="#">FQA</a>	<a href="#">FQA</a>	<a href="#">Supporting member</a>	<a href="#">Bidder</a>	<a href="#">NA</a>
<a href="#">Appendix 7</a>	<a href="#">CERTIFICATE OF INCORPORATION,</a>	<a href="#">Bidder</a>	<a href="#">Bidder, TQA and FQA</a>	<a href="#">Bidder and FQA</a>	<a href="#">Bidder and</a>	<a href="#">Bidder and</a>	<a href="#">Yes</a>



	<u>MEMORANDUM AND ARTICLES OF ASSOCIATION</u>				<u>supporting member</u>	<u>supporting member</u>	
<u>Appendix 8</u>	<u>ORGANISATION DETAILS</u>	<u>Bidder</u>	<u>Bidder, TQA and FQA</u>	<u>Bidder and FQA</u>	<u>Bidder and supporting member</u>	<u>Bidder and supporting member</u>	<u>Yes</u>
	-	-	-	-	-	-	-