

**Hiring of Consultancy Services**  
**Checklist for Prior Review of Consultancy Contracts**  
**[To be enclosed along with Final Contract]**

1	Name of Project	India Integrated Coastal Zone Management
2	Credit/Loan Number	#4765-IN
3	Type of Consultancy Assignment	QCBS
4	Whether the terms of reference have been reviewed and cleared with the Bank ? If yes give reference	Yes, approved through an email dated
5	Whether a short list of the consultants/ consultant firms has been drawn and cleared with the Bank? (The short list should indeed be short and prepared through clients knowledge of consultant/ consultant firms either from various working experience, from meeting their representatives or from references from other clients, Bank, etc. Normally this should not be less than three and more than six .)	Yes the Bank has given its clearance through an email dated 7 <sup>th</sup> October-2011
6	Give the names of shortlisted consultants	1)B.Upadhyaya&Co.Gandhinagar 2)Datt Sarkar&Company, Kolkatta 3)Haribhakti&Company, Vadodara 4)Jain Jitendra&Co, Ahmedabad 5)Manubhai&Co, Ahmedabad 6)R.M.Lal&Co., Lauknow
8	Whether the draft letter of invitation along with contract were reviewed and cleared with the Bank? If yes, give reference	RFP was cleared by Bank on 7 <sup>th</sup> October-2011
9	Date of invitation of proposal	16 <sup>th</sup> October-2010
10	Last date of receipt of technical proposals (45 to 60 days from date of invitation)	9 <sup>th</sup> November-2011
11	Whether the technical proposals were evaluated and cleared with the Bank? If yes, give reference.	Yes, TER is approved by Bank through their email dated 18 <sup>th</sup> January-2011
12	What is the result of evaluation. Give list of consultants with ranking	The Manubhai & Co has been emerged with the Tope evaluated consultant with Technical score of 85. [Only one consultant were submitted RFP]
13	Whether the negotiations were held with the best technically ranked firm and draft contract finalized? If yes When? Give dates. If the contract is not finalized with the best technically ranked firm, whom has the contract finalized? Give reasons.	Yes, The negotiation meeting were held on 9 <sup>th</sup> March-2011 with the top evaluated consultant and draft contract were also negotiated the same was signed on 25 <sup>th</sup> March-2011.
14	Whether the draft contract negotiated with the selected firm was reviewed and cleared with the Bank. If yes, When? Give date	Yes NOL issued on 15 <sup>th</sup> April-2011
15	Name of consultant/consultant firm	Manubhai & Co
16	Date of Award of the contract	25 <sup>th</sup> April-2011