

9. The contents of this letter may please be brought to the notice of all officers in your Department dealing with works on National Highways and under other centrally sponsored schemes.

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No. RW/NH-33054/4/92-S&R

Dated, the 14th May, 1993

To

The Chief Engineers (dealing with National Highways and other Centrally Sponsored Schemes), Public Works Department of all States and Union Territories, Director General (Works), Central Public Works Department, Director General Border Roads and Chairman, National Highways Authority of India, Engineer-in-Chief, Municipal Corporation of Delhi, Delhi

Subject: Empanelment of consultants for project preparation of major bridges, bridge inspection and rehabilitation and flyovers and grade separators

This is in continuation of the Ministry's letter No. RW/NH-34041/62/89-DO.II dated January 12, 1990 forwarding "Interim Guidelines for Engaging Consultants for preparation of Highway Projects"

2. In order to expedite the engagement of consultants for investigation and preparation of major bridge projects for National Highway/other centrally sponsored projects, the Ministry has empanelled consultants on All-India basis under the following categories:

- (i) Project preparation of major bridges
- (ii) Bridge inspection and rehabilitatin
- (iii) Project preparation of flyovers and grade separators

List of the empanelled consultants under each of these categories are given in Appendices I, II and III respectively. The empanelment is subject to condition that there will be no change in the structure/organisation of the consultants during the validity of the panels from that indicated in the application of the consultants. In case, any firm is empanelled as an association/joint venture/consortium with other firms/individual, such firms shall be asked to furnish MOU/agreement alongwith submission of any proposal.

3. This empanelment of consultants will be valid upto 31st May, 1995 unless any changes are made by the Ministry.

4. It is requested that henceforth, consultancy proposals for NH works or other Centrally Sponsored Projects may be invited where needed, only from the empanelled list of consultants as per their eligibility for the type of work involved.

5. The following procedure may please be adopted for final selection of consultants :

- (i) As soon as Ministry's consent to engagement of consultancy services for any specific project has been obtained, the terms of reference (TOR) outlining the modalities and other requirements for the study, (i.e. scope of work, methodology, work plan, schedule of activities, reporting and manpower deployment, engineering parameters to be considered in design and construction techniques etc.) should be finalised in association with the Ministry. Para 6 of "Interim Guidelines for Engaging Consultants" may be kept in view while drawing up the TOR.
- (ii) Simultaneously with (i) above, a letter of enquiry briefly outlining the scope of consultancy services should be sent to empanelled eligible consultants, asking them to indicate their interest for the consultancy services, keeping in view that availability of requisite personnel and sufficient capacity to handle the job will be critical to the firm's selection. While expressing their interest, the firm should give a clear confirmation in regard to both these aspects.
- (iii) Based on expression of interest by the prospective consultants vide (ii) above, the letter of invitation (LOI) including the TOR for submission of detailed proposals should be issued to them as spelt out in the Interim Guidelines referred to in para 1.

- (iv) Thereafter the proposals as received may be evaluated, and suitable consultant selected in consultation with this Ministry as outlined in the Interim Guidelines.

6. The performance of the empanelled consultants is proposed to be monitored by the Ministry regularly. It is, therefore, requested that a record about the performance of the consultants on various jobs undertaken in your State may be furnished to the Ministry on a regular basis.

7. It may be added that under emergent situations, the process of selection explained in para 5 could be cut short and proposals invited direct from one or more consultants picked out of the empanelled list, depending upon the complexity and urgency of the jobs. In such cases, a reference should be made to the Ministry to give the select list.

8. It is requested that contents of this letter may be brought to the notice of all officers in your Department dealing with works on National Highways and under other Centrally Sponsored Schemes for appropriate action.
