

**Request for Proposal (RFP)**  
**From SPV**  
**For developing an identified**  
**undeveloped land**  
**For cluster development**  
**in village Sagrana Tehsil Neemuch**  
**District Neemuch**  
**Madhya Pradesh**

District Trade and Industries Centre, Neemuch  
E-mail: [gminee-mp@nic.in](mailto:gminee-mp@nic.in)  
Contact No.: 7000146304

## DISCLAIMER

1. The information contained in the RFP document or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of General Manager (GM), District Trade and Industries center (DTIC), Department of Micro, Small & Medium Enterprises (DoMSME), Government of Madhya Pradesh (GoMP) or any of their employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP.
2. Though adequate care has been taken in the preparation of this RFP, the Applicant should satisfy himself that the document is complete in all respects. Intimation of discrepancy, if any, should be given to GM, DTIC, DoMSME, GoMP immediately before last date of purchase of RFP document.
3. The RFP is not an agreement and is neither an offer nor invitation by GM, DTIC, DoMSME, GoMP to the prospective Applicants or any other person. The purpose of this document is to provide interested parties with information that may be useful to them in the formulation of their applications pursuant to this RFP. The RFP may include statements, which reflect various assumptions and assessments arrived at by GM, DTIC, DoMSME, GoMP in relation to the requirement. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
4. The RFP may not be appropriate for all persons, and it is not possible for GM, DTIC, DoMSME, GoMP, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses the RFP. The assumptions, assessments, statements, and information contained in the RFP, may not be complete, accurate, adequate or correct, each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in the RFP and obtain independent advice from appropriate sources.
5. Information provided in the RFP to the Applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law GM, DTIC, DoMSME, GoMP accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
6. GM, DTIC, DoMSME, GoMP, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in the RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of the RFP or arising in any way in this selection process.
7. GM, DTIC, DoMSME, GoMP also accepts no liability of any nature whether resulting from negligence or otherwise arising from reliance of any Applicant upon the statements contained in the RFP.
8. GM, DTIC, DoMSME, GoMP may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in the RFP which shall be posted only on the website of Department of Micro, Small & Medium Enterprises, GoMP, at <https://mpmsme.gov.in/> It shall be the responsibility of the interested Applicants to keep themselves informed about the same.
9. The issue of this RFP does not imply that GM, DTIC, DoMSME, GoMP is bound to select a successful applicant for the project and Industries Commissioner reserves the right to reject all or any of the applications without assigning any reasons whatsoever.
10. GM, DTIC, DoMSME, GoMP, may cancel the application process at any time without incurring any liability to the applicants, in accordance with the RFP document.
11. The applicant shall bear all its costs associated with or relating to the preparation and submission of its application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by GM, DTIC, DoMSME, GoMP or any other costs incurred in connection with or relating to its application. All such costs and expenses shall remain with the applicant and GM, DTIC, DoMSME, GoMP shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an applicant in preparation or submission of the application, regardless of the conduct or outcome of the selection process.

***TEXT OF ADVERTISEMENT***

District Trade and Industries Center  
Neemuch, Government of Madhya Pradesh

**INVITATION OF BIDS**

District Trade and Industries Centre, Neemuch, Government of Madhya Pradesh invites bids from SPV for developing an undeveloped land for cluster development in village Sagraana tehsil neemuch District Neemuch Survey no. 749 Area 99000 Sq. Mt.

The RFP Document containing the details of pre-qualification criteria, submission requirement, brief objective & scope of work etc. can be downloaded from the website <https://mpmsme.gov.in>. Schedule of RFP mentioned below for your reference:

**SCHEDULE OF BIDDING**

Department of Micro, Small & Medium Enterprises, GoMP would endeavor to adhere to the following schedule during the Bidding Process through [www.mptenders.gov.in](http://www.mptenders.gov.in):

S. No	Description	Date
1.	Date of Publication of RFP	07.01.2022
2.	Bid Submission Start Date	10.01.2022
3.	Bid Submission Closing Date	18.01.2022
4.	Opening of Technical Bids	20.01.2022
5.	Financial Bid Opening	To be informed

General Manager  
District Trade and Industry Center, Neemuch

Datasheet:  
Instruction to Applicant

1. Applicant can be:  
    SPV registered (Partnership firm/ LLP/section 8 company registered under companies act 2013) in Madhya Pradesh.
2. The applicant shall have adequate expertise to execute the project.
3. This RFP is a process to identify the interested bidder for this project. Successful bidder will be awarded the permission to develop the undeveloped land for cluster development.
4. SPV shall complete all the infra development within a period of two years from the permission date.
5. Plots can be allotted to SPV members only.
6. For any queries with regards to the RFP, please contact GM DTIC, Neemuch.

## Section/ Part-I Standard

**1. Contents of the application** - The Applicant is required to complete and submit the following forms, which comprise the application as mentioned below.

**I. Technical application**

- a. Tech 1: Letter of Submission of application
- b. Tech 2: Particulars of Applicant
- c. Tech 3: Tentative Layout and Proposed Plan
- d. Tech 4: Scheme for Financial Arrangement
- e. Tech 5: Self declaration

**II. Financial Proposal**

- a. Fin 1: Financial Proposal Submission Form

**2. Instructions for preparing technical application forms** *(To be submitted in Envelop 1)-*

- a. Form Tech 1: Letter of Submission of application- The template for application submission is included below.
- b. Form Tech 2: Particulars of Applicants- The template for the same is included below.
- c. Form Tech 3: Tentative Layout and Proposed Plan- The template for tentative layout and proposed plan is included below.
- d. Form Tech 4: Scheme for Financial Arrangement- The template is included below
- e. Form Tech 5: Self declaration- The template is included below.

**3. Instructions for preparing financial proposal forms** *(To be submitted in Envelop 2)- -*

- a. Form Fin 1: Financial Proposal Submission Form- The template for financial proposal is included below

*Note: Applicant shall submit Technical application and Financial Proposal separately in 2 envelops.*

## Section/ Part II

### Application Submission

S. No	Item	Details
1.	Name of the Authority / Point of contact for any queries related to RFP	<b>GM, DTIC, Neemuch</b>
2.	Project Duration	The Applicant should complete the development within two years from the permission date.
3.	Validity of application from due date	30 days
4.	Letter of Authorization to sign on behalf of the Applicant	Yes
5.	Submission of Application	GM, DTIC, Neemuch
6.	RFP Fees (Non – refundable)	INR 10,000/- <b>To be paid through online portal</b>
7.	Application Submission Date	As per schedule given in invitation of RFP
8.	Application Formats	The formats for the Pre-Qualification Application to be submitted are: <ul style="list-style-type: none"><li>• Applicant's Requisite Experience as mentioned in eligibility criteria</li></ul> The formats of the Technical Application to be submitted are: Form Tech 1: Letter of Application submission Form Tech 2: Particulars of Applicant Form Tech 3: Tentative layout of road/drains/water supply/ electricity Form Tech 4: Scheme for Financial Arrangement Form Tech 5: Self Declaration
9.	Application pre-qualification criteria	As presented in Part III
10.	Expected date of contract	Date to be communicated later.

*\*Applicable rate is un-irrigated agriculture collector rate for area under consideration. Refer the Appendix D, clause 5 of 'मध्य प्रदेश एमएसएमई को औद्योगिक भूमि तथा भवन आवंटन एवं प्रबंधन नियम, 2021'*

*\*\* Assistance shall be provided to the bidder as per MP MSME Promotion Scheme, 2021. (Successful Bidder/ L1 bidder means the Bidder who is found to be the lowest bidder, subject to compliance of all the Terms and Conditions of the RFP)*

**Land Details:**

<b>S. No</b>	<b>Item</b>	<b>Details</b>
1.	Village	<b>Sagrana</b>
2.	Tehsil	<b>Neemuch</b>
3.	District	<b>Neemuch</b>
4.	Survey No.	749
5.	Total Area (Sq. Mt.)	99000
6.	Collector guideline of Un irrigated land (SQM)	184/-
7.	Purpose of proposed infrastructure development	Developing an undeveloped land in Neemuch for MSME cluster.
8.	Application Fees	INR 10,000
9.	Time Period for development	<b>24 months after the contract signing</b>
10.	Allotment of Plots	Allotment of plots to start only after <b>completion certificate</b> for land development work of the industrial cluster is issued by MSME

### Section/ Part III: Minimum Eligibility Criteria (Prequalification Criteria)

Table: Minimum Eligibility Criteria (Prequalification Criteria)

S. No	Sections	Specific Requirements	Supporting Documents Required
A.1	Legal Entity	The legal entity of the bidder should have a registered office in Madhya Pradesh	Incorporation / Registration Certificate
A. 2	Relevant experience	The bidder should have relevant experience in sectors such as: cluster development, land development, etc.	Certificate/ work order
A.3	Financial Capacity	1. Must deposited 25% of cost of non-allotable area at the time of proposal submission through online portal. 2. Must provide break-up and evidence for source of funding for the project	Certificate from statutory auditor /audited financial statements for the three previous financial years with CA's Registration Number / Seal.
A.4	Blacklisting	Must not have been debarred or blacklisted by any Central/state Govt. or Governmental agency	Self certification
A.5	RFP Fee	A non refundable RFP Fee of INR 10,000 plus, a processing fee payable through online portal.	
A.6	Deposit Amount*	Amount of INR ..... payable through online portal.	

\*25% of the value\*\* of un-allotable land (rate as per collector guidelines) as per the layout

\*\* Applicable rate is un-irrigated agriculture collector rate for area under consideration. Refer the Appendix D, clause 5 of 'मध्य प्रदेश एमएसएमई को औद्योगिक भूमि तथा भवन आवंटन एवं प्रबंधन नियम, 2021'

#### Note

- The evaluation of Technical Proposal of only those Bidders who have qualified in the pre qualification / minimum eligibility criteria will be carried out.
- If the technical proposals are found to be inadequate and do not correspond to the scope of service and terms of reference, they shall be summarily rejected.



## Section/ Part IV: Terms of reference

### 1. Background of MSME in Madhya Pradesh

Micro, Small & Medium Enterprises (MSME) is known to be the engine of economic growth and for promoting equitable development. To strengthen this Department of Micro, Small & Medium Enterprises (MSME) was formed on 5 April 2016. It was set up to transform the MSME scenario of the state. DTIC's of Department of MSME, GoMP (Government of Madhya Pradesh) plays a pivotal role in enhancing the state's competitiveness. The DTIC through this RFP aims to determine the interest of potential stake holder for developing an undeveloped land for MSME cluster at Neemuch.

### 2. Land Rules in Madhya Pradesh

New land rules have been notified by Department of MSME, Government of Madhya Pradesh. These rules are known as **मध्य प्रदेश एमएसएमई को औद्योगिक भूमि तथा भवन आवंटन एवं प्रबंधन नियम, 2021**.

### 3. Scope of Work of the Assignment

The scope of work for applicant is provided below: -

- a) If the applicant is not a SPV, in such case applicant must first register a SPV as per the proposed structure in the application, before submitting the RFP whenever RFP is open.
- b) The SPV after taking all the licenses and permission and following the approved layout must develop the identified undeveloped land. Proposed land development shall include all basic amenities such as:
- c) Development of approach roads of the unit and the land/cluster.
- d) Laying of electricity supply lines for power connections of the unit and land/cluster.
- e) Laying of water supply lines within the unit and land/cluster.
- f) Setting up effective sewage and drainage disposal system and land/cluster.
- g) SPV shall complete all the infra development within a period of two years from the permission date.
- h) SPV shall maintain the land after development as per the *'मध्य प्रदेश एमएसएमई को औद्योगिक भूमि तथा भवन आवंटन एवं प्रबंधन नियम, 2021'*.
- i) SPV can allot land only to its members for establishment of units after the completion of the development.
- j) The developer must follow below standards for developing the land for Industrial Cluster:

Roads:

- Design of all roads must follow the Indian Roads Congress Standards.
- Subject to availability of land, main arterial road (connecting the cluster with the external road) should not be less than two lanes if the cluster area is less than 100 acres. Otherwise, if cluster area is more than 100 acres, it should be of minimum 4 lanes. The width of each lane would not be less than 3.75 meters carriage way.
- Width of the internal roads shall be governed by the approved layout plan. However, all carriage ways must have rigid pavement with the provision of covered drainage and adequate rainwater harvesting.

Drains:

- R. C. C. drains 60X80 cm & 80X100 cm with R. C. C. M-20 with 15 cm thick wall.
- Sewage facility shall be built as per standard norm.

Electrification:

- Design of the electric substations must be approved by the competent authority.
- Light poles and street light network shall be installed as per standard norm.

- All internal electrical network design/installation shall be as per the approved plan by the Chartered Electrical Engineer.
- Green Area: Provision for parks with plantation.

Quality Standard:

- Test report should be kept for every 500-meter road by NABL certified lab.
- All electricity equipment shall be conforming to relevant standard as per BIS and shall carry ISI mark.

Every conductor installed needs to have additional buffer capacity of 15 percent on the top of estimated load capacity.

4. **Scheme for arrangement of Funds**

The bidder must outline scheme for the financial arrangement with necessary documents for showcasing his financial strength to be able to execute the project

**Envelop: 1**

**Forms**

**Form Tech I: Letter of Submission of Application**

**(On the Letter head of the Applicant)**

To,

General Manager,  
DTIC Neemuch,  
Madhya Pradesh,  
Tel: (+91) 7000146304  
Email: gminee-mp@nic.in

**Subject:  Shortlisting of interested applicant to develop an undeveloped land in Sagraha Tehsil Neemuch District Neemuch, Madhya Pradesh**

Sir,

1. With reference to your RFP document dated....., we, having examined the RFP documents and understood their contents, hereby submit our application for the aforesaid assignment. This application is unconditional.
2. All information provided in the application and in the appendices is true and correct.
3. This statement is made for the express purpose of showing interest as an applicant for undertaking the assignment.
4. We shall make available to GM, DTIC, Neemuch, Government of Madhya Pradesh any additional information it may find necessary or require supplementing or authenticate the application.
5. We acknowledge that RFP is a process to identify the interested bidder for developing an undeveloped land for cluster development.
6. We also understand that based on the RFP shortlisting, permission to develop the undeveloped land will be awarded.
7. We understand that you may cancel the application process at any time and that you are neither bound to accept any application that you may receive nor to invite the applicants to apply for the assignment, without incurring any liability to the applicants, in accordance with the RFP document.
8. We declare that we are not a member of any other firm applying for this assignment.
9. We agree and undertake to abide by all the terms and conditions of the RFP document. In witness thereof, we submit this application under and in accordance with the terms of the RFP document.

**Yours sincerely,**

Authorized Signature:

Name and Title of Signatory:

Name of the Applicant

Address, Telephone:

.

## Applicant Details

### Form Tech 2 – Particulars of Bidders

1. Name of the Bidder: \_\_\_\_\_
2. Type of developer (Individual/SPV/Firm): \_\_\_\_\_
3. Office address: \_\_\_\_\_
4. Constitution of the Bidder (if applicable): \_\_\_\_\_
5. PAN number: \_\_\_\_\_
6. AADHAR (in case of individual): \_\_\_\_\_
7. Company registration (in case of company): \_\_\_\_\_
8. GSTIN: \_\_\_\_\_
9. Any other details: \_\_\_\_\_

#### Details of contact Persons

10. Name of authorized person/ head (Individual/SPV/Firm): \_\_\_\_\_
11. Father Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Contact Tel no.: \_\_\_\_\_

Mobile no.: \_\_\_\_\_

Fax no.: \_\_\_\_\_

Email ID: \_\_\_\_\_

*(The information shared on the registered email, will be considered to have been received by the developer)*

Postal address: \_\_\_\_\_

\_\_\_\_\_

(Signature of Authorized signatory)

Name and Title of Signatory:

## Tentative Layout and Proposed Plan

### Form Tech 3: Tentative layout of road/drains/water supply/ electricity

Technical Proposal: You are suggested to present your technical proposal divided into the following three chapters:

- a. Tentative Layout for the Industrial Area
  - Road Length (in KM) and other details
  - Drainage line (in KM) and other details
  - Water Supply Pipeline (in KM) and other details
  - Electricity distribution network (in KM) and other details
- b. Alignment of the layout to TNCP/ मध्य प्रदेश एमएसएमई को औद्योगिक भूमि तथा भवन आवंटन एवं प्रबंधन नियम, 2021
- c. Work Plan, and Timelines
- d. Total Cost of proposed construction: INR

Below documents to be submitted: -

1. Scheme of financial arrangement
2. Layouts designed in accordance with development rules (Architect Certificate to be attached)
3. Recommended collector rate for the Khasra of the land
4. Application Fee
5. Amount equivalent to 25% of the value of un-allotable land (rate as per collectorate guidelines) as per the proposed layout.
6. Declaration/ Undertaking from the developer regarding the rules and regulations

## Form Tech 4 – Scheme for Financial Arrangement

1. Total Project Cost
2. Self
3. Debt
4. Equity

Signature of Authorized Representative Name:

Seal:

## Form Tech 5 – Self declaration

I, ..... declare that:

- I have not been barred by any court of law from participating in any such activity
- I have not been blacklisted by and state\center government or their agencies
- All information provided by me in this proposal is true to best of my knowledge
- I have read and understand the rules of मध्य प्रदेश एमएसएमई को औद्योगिक भूमि तथा भवन आवंटन एवं प्रबंधन नियम, 2021
- I have submitted below documents...
  1. *Application form (Duly filled)*
  2. *Application Fee of Rs. 10,000 (non-refundable)*
  3. *Proposed Layout\* (in accordance with applicable land layout rules)*
  4. *An amount equivalent to 25% of the value of un-allotable land (rate as per collectorate guidelines) as per the proposed layout*
- I have received the Acknowledgement receipt from General Manager, District Trade and Industries Center, Neemuch.

Signature of Authorized Representative

Name:

Seal:

Envelop: 2

Form Fin 1 – Financial Proposal Submission Form

Bid Parameter for the Proposal: Grant requested for execution of the project

Maximum Grant (subject to maximum as per the MSME Development Policy 2021): INR

Grant requested by the bidder: Sign (+\-) INR  
places)

(to be filled in up to two decimal

- + Sign – requesting grant from government
- Sign – willing to pay government for a sum for project

Signature of Authorized Representative Name:

Name of Authorized Representative:

Designation:

Seal:

Date: