




STC
**CONSULTANCY SERVICES TO CARRY OUT LAND
IDENTIFICATION & ACQUISITION FOR THE
DEVELOPMENT OF CNG/LNG/LCNG STATIONS
INCLUDING ALL STATUTORY PERMISSIONS**

Document No: GEL/TS/CIVIL/SERVICE/LAND IDENTIFICATION & ACQUISITION/STC

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1. OVERVIEW

1.1. DESCRIPTION


GUJARAT ENERGY LIMITED (GEL) erstwhile GUJARAT GAS LTD. (State Government undertaking) is having City Gas Distribution Networks for Distributing Natural Gas to Industrial/Commercial and Domestic Customers and CNG Stations across 41 districts in the state of Gujarat, Rajasthan, Madhya Pradesh, Haryana, Punjab, Maharashtra and Union Territory of Dadra & Nagar Haveli. GEL is committed to develop eco-friendly infrastructure and transportation fuel for public services in its operating areas as awarded by PNGRB from time to time.

GEL is expanding their CNG supply chain by setting up new Company Owned CNG/LNG/LCNG Stations at various locations across their operation areas in Gujarat, Maharashtra, UT of Dadra Nagar Haveli, Punjab, Haryana, Rajasthan and Madhya Pradesh states.

This document summarizes technical requirements and specifications for hiring of CONSULTANT to carry out IDENTIFICATION AND ACQUISITION OF LAND and obtaining all statutory permissions including but not limited to Grid Contour Survey, DILR measurement, Title clearance of land, Geo-Technical Investigation, Sale deed registration, News Paper Advertisement as per the requirement, , Mutation entry in revenue records, conversion of land in to Non-agricultural, Change of purpose in land usage, lay out approval, Construction approval, power connection, PESO approval, Factory license, District Magistrate/Police Commissioner NOC, Fire Deptt. NOC, approach road permission from NHAI/MoRTH/PWD/other relevant authorities including forest permission, Consent to Establish & Consent to Operate from SPCB and other permissions from various authorities FOR DEVELOPMENT OF CNG /LNG/LCNG STATIONS.


This document covers various activities and/or combination of activities for carrying out IDENTIFICATION AND ACQUISITION OF LAND including all statutory permission for new areas as well as in existing operation areas of GEL.

1.2. DEFINITIONS

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In the Bid / Contract (as hereinafter defined) the following words and expressions shall have the same meanings hereby assigned to them unless the context otherwise requires: -

- "CLIENT" or "COMPANY" shall mean M/s. **Gujarat Energy Ltd. (GEL) (erstwhile Gujarat Gas Ltd.)**, having its Registered Office at Gujarat Energy CNG Station, Section 5/C, Gandhinagar – 382 006, Gujarat, India
- "SELLER/BIDDER/CONSULTANT" shall mean the person, firm or COMPANY with whom PURCHASE ORDER/CONTRACT is placed / entered into by COMPANY for supply of equipment, materials and services. The term CONSULTANT includes its successors and assigns.
- "CONTRACT" shall mean Purchase Order (PO) / Contract and all attached exhibits and documents referred to therein and all terms and conditions thereof together with any subsequent modifications thereto.
- "DELIVERY" terms shall be interpreted as per INCOTERMS - 2013 in case of PO / Contract with a foreign Bidder and as the date of GR or as agreed, in the case of a PO / Contract with an Indian Bidder.
- "DRAWINGS" shall mean and include Engineering drawings, sketches showing plans, sections and elevations in relation to the PO/ Contract together with modifications and/or revisions thereto.
- "ENGINEER IN CHARGE" shall mean the Engineer or Executive-in-Charge of the Project SITE nominated by OWNER at SITE.
- "FINAL ACCEPTANCE" shall mean the Owner's written acceptance of the Works performed under the PO / Contract after successful completion of performance and guarantee tests.
- "SITE" shall mean the Project or designated destination for which the Contract has been issued and where the equipment / materials shall be erected.
- "SPECIFICATIONS" shall mean and include schedules, details, description, statement of technical data, performance characteristics, standards (Indian as well as International) as applicable and specified in the Contract.


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- The "BID" shall mean the Bid submitted by the CONTRACTOR for acceptance by COMPANY.
- "MOBILIZATION" shall mean establishment of sufficiently adequate infrastructure by the CONTRACTOR at site comprising of equipment, tools tackles including setting of site offices camp with facilities such as power, water, communication etc., establishing manpower organization comprising of adequate strength of skilled, semi-skilled and unskilled workers, who with the so established infrastructure shall be in a position to commence execution of work at site (s), in accordance with the agreed time schedule of completion of work. MOBILIZATION shall be considered to have been achieved, if the CONTRACTOR is able to establish infrastructure as indicated above to commence work at all site (s)/ locations as per time schedule, where so warranted in accordance with agreed schedule of work implementation to the satisfaction of owner/ engineer – in-charge.
- "HSE" means Health, Safety & Environment.

2. CONSULTANT SCOPE OF WORK – GENERAL

- 2.1.** The scope/ specification covers the minimum specified requirement for the various activities to be carried out by the CONSULTANT related to SCOPE OF WORK mentioned in this CONTRACT at the aforesaid SITE.
- 2.2.** CONSULTANT shall, with due care and diligence, execute the WORK in compliance with all laws, by-laws, ordinances, regulations etc. and provide all services and manpower inclusive of supervision thereof.
- 2.3.** All the materials, equipment, appliances or other things of whatsoever nature required in or about the execution of the WORK, whether of temporary or permanent nature shall be provided by the CONSULTANT.
- 2.4.** Without limiting the generality thereon, CONSULTANT shall perform the WORK necessary at each of the WORK which is complete in all respect with site restoration.
- 2.5.** Before starting of WORK, CONSULTANT shall himself familiarize for the WORK and having obtained approval/ clearance from OWNER. CONSULTANT shall submit WORK completion schedule to the OWNER.

- 2.6. CONSULTANT shall arrange joint verification site visit with OWNER's REPRESENTATIVE post completion of work at his own cost.
- 2.7. CONSULTANT shall carry out IDENTIFICATION AND ACQUISITION OF LAND FOR DEVELOPMENT OF CNG/LNG/LCNG STATIONS INCLUDING ALL STATUTORY PERMISSSIONS as per the scope mentioned in the technical specification and attached **ANNEXURES**: Consultant shall depute competent/experienced manpower in every discipline of work and have enough deployment of resources (manpower, machinery, vehicle etc.) and infrastructure depending upon the volume of work at allotted work site as instructed by COMPANY official at no additional cost to COMPANY.
- 2.8. CONSULTANT shall carry out grid-contour survey of proposed plot as per directions of OWNER.
- 2.9. CONSULTANT shall submit information regarding work in-progress and details about deployment of his working teams to the REPRESENTATIVE as per the frequency decided by the REPRESENTATIVE.
- 2.10. CONSULTANT shall identify and survey the land as per requirement raised by COMPANY. The requirement of land shall be for CNG/LNG/L-CNG/LCNG stations.
- 2.11. CONSULTANT to carry out land identification, acquisition and all statutory permission work as per the scope of work and specifications as per including all statutory permission.
- 2.12. CONSULTANT shall refer details of scope of work and other terms as mentioned in ANNEXURE – 1 for obtaining electrical power HT/LT Connections and re-routing of overhead of HT/LT power transmission line for identified and finalised location for CNG/LNG/LCNG stations as per GEL EIC instruction / intimation.
- 2.13. CONSULTANT shall refer details of scope of work and other terms as mentioned in ANNEXURE – 2 for obtaining PESO related permissions to be obtained at various stage of project execution for identified and finalised location for CNG/LNG/LCNG Station as per GEL EIC instruction / intimation.
- 2.14. CONSULTANT shall refer details of scope of work and other terms as mentioned in ANNEXURE – 3 for obtaining CTE (Consent to Establish) / CTO (Consent to Operate) Permission from SPCB (State Pollution Control Board) to be obtained at various stage

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for project execution for identified and finalised location for CNG/LNG/LCNG Station as per GEL EIC instruction / intimation.

- 2.15.** CONSULTANT shall refer details scope of work and other terms as mentioned in ANNEXURE – 4 for obtaining Factory License including Plan Approval, Stability Certificate, Safety Audit Report at various stage for project execution for identified and finalised location for CNG/LNG/LCNG Station as per GEL EIC instruction / intimation.

3. OWNER'S SCOPE OF SUPPLY


- 3.1.** OWNER shall provide WORK completion schedule for carrying out the WORK.
- 3.2.** OWNER shall provide assistance for probable areas of land identification and purchase of land.

4. PERMITS AND AUTHORIZATIONS

- 4.1.** CONSULTANT should not replace their deputed personnel (who are already approved by OWNER for the duration of this CONTRACT) without prior intimation to OWNER. In case, any replacement is sought by CONSULTANT, the prior approval is required from OWNER's REPRESENTATIVE.
- 4.2.** CONSULTANT shall carry out the WORK normally within day-light hours. REPRESENTATIVE must ratify any deviation from the normal working hours. WORK shall not be carried out without advance permission of OWNER's REPRESENTATIVE. Approval from OWNER must be obtained in case of working hours extended beyond day-light hours as well as while working on weekly off and holidays.
- 4.3.** Manpower deputed by CONSULTANT shall not be without identity card at OWNER's office as well as SITES. The identity card shall be provided by CONSULTANT.

5. COMMUNICATION/ TRANSPORTATION


- 5.1.** CONSULTANT shall provide mobile phone and adequate resources to his staff, so effective communication and transportation from site to various offices including OWNER's office can be done effectively.

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- 5.2.** Work Planning: CONSULTANT shall notify the OWNER REPRESENTATIVE nominated for the purposes of the CONTRACT, about all the activities planned for the next 15 days through an email/telephonic conversation along with the fortnightly Progress Report.

6. SPECIFICATION OF WORK

- 6.1.** During submission of soft copies of drawings and documents included under the bill shall be provided in the CD drive/Pen drive.
- 6.2.** CONSULTANT shall also submit the drawings and documents pertaining to Authority specific requirements as per the authority rules, regulations, guideline and specific requirements.
- 6.3.** CONSULTANT shall also submit the notifications, guidelines etc. to submit the permission drawing and documents as per the authority requirement.
- 6.4.** Marking of protected forest shall be as per the latest circulars/notifications released by the Ministry of Environment Forest and Climate Change, Gujarat government notifications and any other notifications/Circulars/ guidelines.
- 6.5.** Marking of authority chainage on the route as per the government notification or input from respective authority.
- 6.6.** Marking of future infrastructure development or expansion plans of various authorities for next 20 years.
- 6.7.** Marking of the route shall be as per the latest authorized copy of notified list of protected forest, social forest, R&B, NHAI, Irrigation etc. provided by respective authority. The data shall capture next up-dation frequency by respective authority.
- 6.8.** CONSULTANT to check if the forest route identified/ notified is already acquired by the R&B/ Irrigation/any other authority and provide the supporting document for the same. CONSULTANT to provide the RoU boundary limit for which R&B/Irrigation/Other authority has already taken the permission from the protected/social forest.

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- 6.9.** CONSULTANT to capture any change in the forest or irrigation route like some protected forest route getting converted to social forest, social forest getting converted into protected forest, diversion of Irrigation route, new irrigation route etc.

7. SPECIFIC TERMS AND CONDITIONS

- 7.1.** CONSULTANT shall submit the list of qualified and experienced technicians to OWNER's REPRESENTATIVE. Only approved (by OWNER) technical persons shall be allowed for said WORK. CONSULTANT shall deploy dedicated team for the WORK as per but not limited to below table along with single point of contact at all times during execution of WORK under this CONTRACT. Detailed Organogram of this dedicated team shall be submitted by the CONSULTANT and the same to be approved by REPRESENTATIVE of owner.

JOB TITLE	MIN. QUALIFICATION	EXPERIENCE	SKILLS REQUIRED
Draftsman	ITI – Draftsman	Min. 6-12 Months of similar kind preferred	Auto-CAD (Civil drawings)
Supervisor	Diploma Civil or Mechanical Engg. (Graduate Engineer preferred)	Min. one-year work exposure in any field activity of Pipeline Construction	Managing the manpower to deliver the anticipated work with quality and HSSE compliance
Liaison Officer	Graduate in any discipline	Adequate experience with State, Central and statutory authorities. Preferable retired official from concerned various authorities i.e. Forest, NHAI, Railway, Revenue etc.	Knowledge of RoU / RoW for CGD & Oil and Gas company. PR & Liaison skill and experience with dealing with Govt. higher officials.

- 7.2.** CONSULTANT shall ensure its personnel are technically competent and experienced in the tasks assigned to them.


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- 7.3.** CONSULTANT's employees must use normally accepted and designated paths, walkways, or routes in going to, from, and within sites, buildings and other places of employment. "Short cuts" during the execution of WORK under this CONTRACT are prohibited.
- 7.4.** CONSULTANT shall ensure that all tools, appliances, machines, vehicles or other equipment, are in safe working condition at all times and comply with current regulations and, where appropriate, shall be used only by authorized and competent persons.
- 7.5.** During the execution of WORK, CONSULTANT should ensure that it should not obstruct any or all other routine activities performed by other agencies.
- 7.6.** All activities shall be carried out as per OWNER documented procedure and HSE requirement and deviation from it shall be dealt with very strictly.
- 7.7.** CONSULTANT shall follow OWNER's HSE Procedure and fulfil legal compliance during the period of CONTRACT.
- 7.8.** All the responsibility for the completion of WORK shall be in the CONSULTANT's scope.
- 7.9.** CONSULTANT shall sort out the queries, if any during the inspection within time frame.
- 7.10.** Communication to OWNER as per contingency plan in case of any accident during execution of WORK.
- 7.11.** If the WORK does not perform as per OWNER's satisfaction level then CONSULTANT shall perform the necessary rework at his own cost upon request from OWNER.
- 7.12.** CONSULTANT shall strictly adhere to the environment norms as per the existing local rules and OWNER's environment management system.


8. SLA & TIMELINES

CONSULTANT to adhere following timelines for timely completion of Land Identification, Land Acquisition and associated activities

8.1. PERMISSION, LAND IDENTIFICATION AND LAND ACQUISITION


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Sr. No.	Activity	SLA / Timelines
1	Identification of land with alternatives in assigned area post intimation from COMPANY/ ENGINEER IN CHARGE	60 days
2	Purchase / Acquisition of land and obtain NA permission post intimation from COMPANY/ ENGINEER IN CHARGE	270 days
3	Topographical survey of purchased / acquired land post intimation from COMPANY/ ENGINEER IN CHARGE	30 days
4	Permissions for approach roads for purchased / acquired land post intimation from COMPANY/ ENGINEER IN CHARGE	
4.1	Permissions of approach road from NHAI	240 days
4.2	Permission of approach road from roads other than NHAI	150 days
4.3	Protected / reserved forest permission for approach road	270 days
4.4	Social Forest/tree cutting permission for approach road	120 days
5	Soil survey for purchased / acquired land post intimation from COMPANY/ ENGINEER IN CHARGE	60 days
6	Approval of plot layout from concerned / competent authority post intimation from COMPANY/ ENGINEER IN CHARGE	90 days
7	Approval for construction / facility development from concerned / competent authority post intimation from COMPANY/ ENGINEER IN CHARGE	90 days
8	Obtain NOC from district magistrate / police commissioner for establishment of CNG/LNG/LCNG Station	120 days
9	Liaison Works for obtaining of Power Connection	45 days
10	Liaison Works for shifting of overhead line	60 days
11	PESO approval/amendment/license/renewal post document submission	21 days
12	PESO- License endorsement post document submission by GEL	21 days
13	PESO - Safety Certification (Rule-33) under SMPV rules post intimation form GEL	10 days
14	Application for fresh/amendment of CTE/CTO/CC&A post intimation for application from GEL	5 days

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9. PAYMENT TERMS

Sr No	Description of Work	Payment Stage	% of payment
1	Land Identification with alternates in assigned area	On submission of Report of alternatives of lands	100
2	Purchase / Acquisition of Land and obtaining NA permission	On obtaining final consent of landowner/authority after negotiation and land approved by Company	15
		On Execution of sale/Lease deed/ Final allotment	35
		On submission of final NA order and appropriate mutation entry of company in all relevant revenue records and submission to Company	50
3	Topographical Survey for Purchased / Acquired Land	Submission of Final drawing and relevant data to company	100
4	Approach Road Permission for Purchased / Acquired Lands from NHAI/NHD/ Other than NH roads/Protected & Reserved Forest/ Social Forest	Submission of Application to Authority	15
		Obtaining demand note/ In principal approval	35
		Obtaining final permission/Agreement	40
		On final submission of document in original and soft copy as desired by Company	10
5	Soil Survey for Purchased / Acquired Land (Per Borehole)	Completion of work and Submission of Final report	100
6	Layout approval from concerned Competent Authority (Gram Panchayat/Nagarpalika/Urban	Submission of Application to Authority	15
		On obtaining building plan approval from authority and final	85

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	Development Authority/other authorities)	submission of document with correspondence in original and soft copy	
7	Construction approval from Competent Authority (Gram Panchayat/Nagarpalika/Urban Development Authority/other authorities)	Submission of Application to Authority	15
		On obtaining building plan approval from authority and final submission of document with correspondence in original and soft copy	85
8	District Magistrate / Police Commissioner NOC for establishment of CNG/LNG/LCNG stations	Submission of Application to Authority	15
		On obtaining building plan approval from authority and final submission of document with correspondence in original and soft copy	85
9	Obtaining of Electrical Power HT – LT Connection	On release of Electrical HT-LT Connection	100
10	Liaison Works for shifting of overhead line	On Completion of Shifting work of Overhead Line	100
11	Layout Approval - PESO	On obtaining requisite permission per station	100
12	Amendment of Layout - PESO	On obtaining requisite permission per station	100
13	Grant of license – PESO	On obtaining requisite permission per station	100
14	Endorsement of PESO License including PESO officer site visit	On obtaining requisite permission per station	100
15	Amendment of PESO License (Addition/removal of equipments)	On obtaining requisite permission per station	100
16	Amendment of PESO License (Name/Address change)	On obtaining requisite permission per station	100

17	Renewal of PESO license	On obtaining requisite permission per station	100
18	PESO approval for Laying/commissioning of pipeline/regularization of existing pipeline (pipeline length less than 10 km)	On obtaining requisite permission per pipeline	100
19	PESO approval for Laying/commissioning of pipeline/regularization of existing pipeline (pipeline length between 10 km – 100 km)	On obtaining requisite permission per pipeline	100
20	Rule 33 Certification for LNG Facility – One LNG Storage Tank installed	On obtaining requisite permission per station	100
21	Rule 33 Certification for LNG Facility – Two LNG Storage Tank installed	On obtaining requisite permission per station	100
22	Vehicle hiring for PESO endorsement/amendment site visit upto 0-300 km/ day	Per vehicle	100
23	Extra kilometer charges for running vehicle beyond 300 km/ day for PESO endorsement/amendment site visit	Per KM	100
24	Application (New / Renewal / Amendment) and obtaining of consent to Establish (CTE) for all applicable acts (Air, Water, hazardous Waste), including liaison with SPCB	On obtaining requisite permission per station	100

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25	Application (New / Renewal / Amendment) and obtaining Consent to Operate (CTO / Consolidated consent and authorization (CC&A) for all applicable acts (Air, Water, hazardous Waste) including liaison with SPCB	On obtaining requisite permission per station	100
26	New Factory Plan Approval for CNG/LNG/LCNG Outlet with LNG Storage Tanks, Stability Certificate Form No. 1-A, MAH Factory Registration and On-Site Emergency Plan Preparation (for L-CNG Station)	On obtaining requisite permission per station	100

Note: - *CONSULTANT shall adhere above mentioned timelines, however the same may be changed based upon quantum of work if required and post confirmation from COMPANY/ENGINEER IN CHARGE.*

10. PENALTY TERMS

- 10.1.** The following critical parameter describes the CONSULTANT'S performance requirements and service level expectations during the execution phase. The service level includes target performance measures, unacceptable measures and the related penalties for not meeting required service levels.
- 10.2.** OWNER can recover penalty amount from bills, if the CONSULTANT neglects to execute his duties as per the SCOPE OF WORK or unnecessarily delays completion of WORK during execution of CONTRACT.
- 10.3.** GEL EIC shall be the final authority to validate & apply the penalty against SLA. However, maximum penalty shall be limited to 10% for each line item above & cumulative penalty shall be maximum 10% of the basic contract value.

11. CPBG

CONTRACTOR shall submit an unconditional and irrevocable Contract Cum Performance Bank Guarantee (CPBG), in the prescribed format; issued by an approved Bank as per Government of Gujarat GR as detailed below:

- For an amount equivalent to 10% of the basic value of CONTRACT
- For Validity equal to CONTRACT validity period + 3 months (claim lodgement period).

In case of any subsequent AMENDMENTS in CONTRACT value/validity, CONTRACTOR shall furnish revised/ additional CBG @ 10% for the applicable basic amount/validity extension as per AMENDMENT, failing which equivalent differential value will be deducted from subsequent claim for payments, unless otherwise specified in the AMENDMENT.

12. CONTRACT PERIOD

Contact rate validity 02 YEAR FOR RATE VALIDITY PERIOD + 01 YEAR FOR COMPLETION OF ALLOTTED WORK.