

Terms of Reference (TOR)-PPP Expert

1. General

- 1.1 The Department of Finance, Chhattisgarh, Raipur (the "Authority") is engaged with feasibility examination, arrangement of institutional finance and facilitation of Public Private Partnership Projects in the State and as part of this endeavor, the Authority has formulated Public Private Partnership Cell (the "PPP Cell") in Finance Department, which acts as nodal agency for facilitation of PPP implementation in the State.
- 1.2 The Authority seeks the services of a qualified professional for acting as a PPP Expert for assisting the PPP Cell in executing its mandate as the nodal agency for PPP in the State and secretariat to the State Level Empowered Committee (SLEC), collectively the "Consultancy". The Terms of Reference (the "TOR") and the scope of the Consultancy for this assignment are specified below.
- 1.3 The PPP Expert shall assist the Authority in any matter relevant to PPP Cell in connection with the Consultancy.
- 1.4 The PPP Expert shall assist the PPP Cell in undertaking its mandate of nodal agency for facilitating PPP in the State. The work would be implemented in accordance with the terms and conditions stated in the consultancy agreement to be entered into between the Authority and the PPP Expert (the "Consultancy Agreement").
- 1.5 Assistance may be in six broad categories. Broad role would be to assist and provide back-end support to the Secretary, Finance Department/PPP Nodal officer.

The role would be flexible and modified to suit the requirements at each stage of development and implementation. However, intent and approach being to cover imperatives for an end to end commissioning of projects and ground implementation, and necessities for continuity of such projects.

2. Objective

The objective of this Consultancy (the "Objective") is to procure PPP related advice and necessary assistance to PPP Cell, as may be required in achieving the mandate of the PPP Cell for the duration of Consultancy Agreement. In addition to its facilitative & appraisal role as well as arranging funds for projects, the Finance Department will be nodal agency for overall guidance on project development. Departments can draw upon experiences and benchmarking base for PPP proposals and capacity building tasks, project development, and sector policy development amongst others. The key objectives of the assignment are:-

- 2.1 To assist Finance Department (PPP nodal agency) in promoting PPP by facilitating the initiation of measures to refine project formulation, project planning and project management processes.

2.2 To handhold proposals / pilot projects being structured in specific Departments / Authorities of the State, provide early assistance for project ideas along with creating a pipeline of new projects for the Departments or Authorities to replicate, help, manage and monitor ongoing PPP projects in the State.

2.3 To assist in the evolution of institutional, regulatory and procedural reforms and initiative policy directives.

3. Scope for Proposal

3.1 Finance Department intends to empanel One individual Expert, termed as 'PPP Expert' hereinafter, recruited on a fixed number of days in a month basis, over a continuous period of 3 years(The appointment will be on contract basis, for a period of one year, renewable for up to two more terms upon successful service delivery).

3.2 The position of 'PPP Expert' is designed to provide a comprehensive and generic infrastructure PPP Expert under the overall guidance of Finance Department.

3.3 Initially, facilitation by Finance Department with the support of the 'PPP Expert' is

(i) to roll out a line-up of PPP projects across sectors, and help in establishing a PPP mechanism in the State and covering aspects such as,

(ii) Project appraisal for Finance Department,

(iii) Project PPP Expert for project development and structuring inputs including procurement processes and documentation guidance,

(iv) Pilot project development and management support and

(v) assist the Finance Department and other State Bodies as per requirements as assessed by Finance Department, on the basis of the individuals expert's past experiences and expertise.

4. Scope of Services

The scope of services shall *inter alia* include assisting PPP Cell in :

4.1 Pilot Projects Development and Management: A number of PPP projects are being considered and structured across the Department and other State Government entities with the assistance of transaction PPP Experts.

4.2 The 'PPP Expert' will assist Finance Department and other State Bodies as assessed by the Nodal Agency, Finance Department in developing some of these projects in specific; and understanding, streamlining and managing the work of the transaction PPP Experts to ensure that initial PPP structuring and financial model reports are well prepared, in accordance with ground realities and the demands of the relevant State department and its bodies under infrastructure development on PPP mode.

- 4.3 In discussion with the state / line ministry nodal officer, specific projects will be provided to the consultant to manage with regular feedback.
- 4.4 Along with the existing projects the consultant would also provide early assistance in structuring, technical expertise and financial modelling of project ideas to flesh them further and develop them to add to the pilot projects pipeline.

5. Deliverables

The 'PPP Expert' will assist Finance Department by following activities:

1. To assist in development of bidding documents including vetting of concession agreement, preparation of Financial appraisal note following vetting of PPP sector projects.
2. Assessing viability by value for money analysis of Feasibility reports/ Pre-feasibility reports/ DPRs & Bankability of PPP projects.
3. Verifying financial projections, NPV, IRR & income stream of PPP projects.
4. To Assist in the identification, quantification and management of fiscal risks including liabilities of sponsoring authorities & implementation agencies arising from PPP projects.
5. Liaise with Department of Economic Affairs, Government of India on PPP related activities, especially projects structured with viability gap funding from Ministry of Finance, Government of India.
6. Assist in consolidation of all data on structured and web enabled format and concluded projects to determine key achievements of the PPP initiatives.

6. Appraisal of DBFOT, BOO, BOOT, BOT-TOLL, BOT- annuity , Hybrid annuity Model etc in PPP Projects.

This will be an ongoing exercise to-

- I. Determine the eligibility of the projects under the PPP model
- II. Priorities and approve the list of projects under different infrastructure sectors or sub-sectors according to the state infrastructure development plan or focus areas of the state government.
- III. Ensure that the approved projects conform to the government policies/ guidelines in place for the infrastructure sector.
- IV. Analyse the impact of the project towards realization of the targets (in any) set by the government.

V. Evaluate the risks of the projects and distinguish the risks to be shared by the government and private party and to ensure the feasibility and completeness of the revenue stream considered. Analyse if by changing certain parameters of project/ revenue can make it more beneficial for the government/ public.

VI. Compare the total cost of creating, operating and maintaining a piece of public infrastructure using the PPP mechanism as opposed to using direct public-sector procurement and to also evaluate the social benefits of the project.

VII. Prioritize the PPP projects for Viability Gap Funding

VIII. Evaluate the requests made by various Departments & Implementing agencies for any concessions or grants towards the approved PPP projects.

7. Qualification & Experience

Essential Qualification:

Bachelor's Degree from recognised University/Institution.

Experience

The 'PPP Expert' should have minimum 10 years or more experience in infrastructure sectors with minimum specific PPP experience of 5 years in developing, structuring and managing PPP projects across physical and social infrastructure sectors in India. Experience of working with Government (State or Central) will be appreciably considered.

She/he should in particular have an excellent understanding and expertise in

- (i) PPP methodology and framework,
- (ii) formulation, appraisal and approval procedures for PPPs,
- (iii) tendering processes,
- (iv) legal and contractual arrangements; concession agreements,
- (v) infrastructure development financing, and
- (vi) various methods of structuring PPPs.
- (vii) valuation of investment portfolio
- (viii) Development of reliable Management Information System for accurate Decision making.

8. Fees

The PPP Expert will be offered a consolidated fees of Rs. 1,00,000/- per month maximum (for fixed 10 working days in a month) inclusive of taxes and would also be eligible for economy class to and fro air fare for visit to Raipur and may be provided accommodation in Circuit house or

Government guest house or rest house. Tax deductions would be made as applicable.

9. Evaluation of EOIs

9.1 Applicants shall submit detailed resume, outlining how they qualify for the above criteria along with the list of organisation applicant has worked in starting with the last organisation/work experience, work title, type and scope of work undertaken and name of projects along with a list of references in the said organisation or others for purposes of verification the experiences claimed, in maximum 5 typed sides of A-4 sheet, single spacing in Arial/ Calibri/Times New Roman font, in a separate sealed envelope titled 'Expression of Interest for PPP Expert'

9.2 Evaluation committee shall examine detailed resume and shortlist the applicants on the basis of qualification and experience. All those shortlist will be evaluated on 100 points basis as follows :

S.No.	Particulars	Points
1	Requisite minimum qualification	20
2	Requisite minimum experience	30
3	Master's in Business Administration(Project Management or Finance) with requisite qualification	10
4	Additional experience of national and international experience in infrastructure sector with requisite experience @ 4 points/year for maximum 5 years.	20
5	Additional specific PPP experience across physical and social infrastructure sector in India with minimum requisite experience @ 4 points/year for maximum 5 years	20

9.3 Selected Applicant shall have the highest overall score. The decision of the Evaluation Committee on the scores shall be irrevocable, final and binding on all.

Secretary
Government of Chhattisgarh
Finance Department,
&
Director, Institutional Finance