

Tamil Nadu Corporation for Development of Women
(Rural Development and Panchayat Raj Department, Government of Tamil Nadu)
First Floor, Mother Teresa Women's Complex, Nungambakkam, Chennai- 600034
Email – tncdwho@yahoo.co.in Website: www.tamilnadumahalir.org

File No.1033/HR/TNSRLM/2024

Dated:31.01.2025

**REQUEST FOR EXPRESSION OF INTEREST FOR A HUMAN RESOURCE AGENCY
FOR ENGAGEMENT OF SENIOR CADRE OFFICERS IN TAMIL NADU CORPORATION
FOR DEVELOPMENT OF WOMEN**

The Tamil Nadu Corporation for Development of Women invites "Expression of Interest" from the eligible registered consultancy agencies; to submit their interest for providing consulting services for **engagement of Senior cadre Officers on contract basis in Tamil Nadu State Rural Livelihood Mission and Tamil Nadu Urban Livelihood Mission projects** through a Human Resource Agency. Interested agencies may submit their "Expression of Interest" in a sealed envelope clearly superscribed as Expression of Interest for "**A Human Resource Agency for engagement of Senior cadre Officers in Tamil Nadu Corporation for Development of Women**" latest by **17.30 hours on 28.02.2025**. This is amplified Expression of Interest under Quality and cost-based selection. The agencies may obtain further information and procedures for submitting the "Expression of Interest" from the official website of TNCDW (i.e) www.tncdw.org

Sd/..

**MANAGING DIRECTOR,
TNCDW**

**Tamil Nadu Corporation for Development of Women,
Rural Development and Panchayat Raj Department,
Government of Tamil Nadu,
First Floor, Mother Teresa Women's Complex,
Nungambakkam, Chennai- 600034
Email – tncdwho@yahoo.co.in Website: www.tamilnadumahalir.org**

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**REQUEST FOR EXPRESSION OF INTEREST FOR HIRING A HUMAN
RESOURCE AGENCY FOR ENGAGEMENT OF SENIOR CADRE OFFICERS IN
TAMIL NADU CORPORATION FOR DEVELOPMENT OF WOMEN.**

Assignment Title: A Human Resource Agency for engagement of Assistant Director cadre Officers in Tamil Nadu Corporation for Development of Women

Reference No: 1033/HR/TNSRLM/2024

The projects titled Tamil Nadu State Rural Livelihood Mission (TNSRLM) and Tamil Nadu Urban Livelihood Mission (TNULM) implemented through Tamil Nadu Corporation for Development of Women intends to engage consulting services for A Human Resource Agency for engagement of Senior cadre Officers in Tamil Nadu Corporation for Development of Women.

The consulting services ("the Services") include hiring of A Human Resource Agency for engagement of Senior cadre Officers in Tamil Nadu Corporation for Development of Women for a period of two years. The detailed activities are mentioned in the Terms of Reference in Annexure 'A'.

The Tamil Nadu Corporation for Development of Women now invites eligible consulting firms ("Consultancy") to indicate their interest for providing the services. Interested Consultant firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

The short-listing will be based on eligibility and evaluation criteria.

The shortlisting criteria are as follows:-

- The agency should have at least - **eight years** of experience of providing services to organizations in strategic engagement of professionals at leadership and operational levels, at National, State and District level.
- The agency should have conducted at-least **3 similar assignments** for organizations implementing development projects in Government.
- Average annual turnover of at least **Rs. 2.00 Crores** and IT filing forms during last three financial years.
- The Agency should have substantial experience in recruiting the posts for Government Departments, Externally aided projects in the areas of Rural Development, Poverty alleviation, Community Development, etc.
- The Agency should have recruited at least 150 mid and high-level managerial positions in last three years.
- Agency must not have a track record of unsatisfactory performance or blacklisted with any State / Central Government / Organization.

*The detailed Eligibility & Evaluation criteria is attached as **Annexure-B**, Format for Submission of EOI to TNCDW is attached as **Annexure-C**.*

A Consultant firm will be selected in accordance with the **Quality and cost-based selection (QCBS) method** set out in the Government of India.

Expression of interest must be delivered in a written form in person or through postal/courier services latest by **17.30 hours on .01.2025** at the following address.

Address:

The Managing Director,

Tamil Nadu Corporation for Development of Women,

1st Floor, Mother Teresa Women's Complex,

Nungambakkam, Chennai- 600 034. Phone No.044 – 28173414.

Email: tncdwho@yahoo.co.in

Website: www.tamilnadumahalir.org

Annexure-A

TERMS OF REFERENCE FOR HIRING A HUMAN RESOURCE AGENCY FOR ENGAGEMENT OF SENIOR CADRE OFFICERS IN TAMIL NADU CORPORATION FOR DEVELOPMENT OF WOMEN

1. Introduction:

Tamil Nadu Corporation for Development of Women Limited was established in the year 1983 with the prime objective of promoting socio-economic development and empowerment of women. It's Registered office is located in Chennai while it's area of operation extends to the entire state of Tamil Nadu. Now, the Corporation is implementing the schemes such as Tamil Nadu State Rural Livelihood Mission, Deen Dayal Upadhyaya Grameen Kaushalya Yojana and Tamil Nadu Urban Livelihood Mission.

2. A. TamilNadu State Rural Livelihood Mission :

Tamil Nadu State Rural Livelihood Mission (TNSRLM) is a centrally sponsored poverty alleviation scheme. The objectives of TNSRLM are to build strong and vibrant institutional platforms of the poor in the rural areas which enable them to increase their household incomes through livelihood enhancements and access to financial and other services.

B. Deen Dayal Upadhyaya Grameen Kaushalya Yojana :

Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) is a Placement linked Skill Development scheme for the rural poor youth implemented by Ministry of Rural Development, Government of India through the State Government. This scheme aims to skill rural youth aged between 18-35 who are poor and provide them with jobs having regular monthly wages, which are above the minimum wages of the State.

C. TamilNadu Urban Livelihood Mission :

Tamil Nadu Urban Livelihood Mission (TNULM) is a centrally sponsored poverty alleviation scheme. TNULM intends to reduce poverty and vulnerability of the urban poor households by enabling them to access gainful self-employment and skilled wage employment opportunities, resulting in an appreciable improvement in their livelihoods on a sustainable basis, through building strong grassroots level institutions of the poor.

2. Objective of the assignment

The objective of this assignment is to select and recruit requisite talent at the State and district level positions. Following are the approximate numbers of position to be recruited under this assignment; the number of posts are subject to change and will be intimated at the time of RFP.

S. No.	Name of the post	No. of post	Qualifications & Experience
State Mission Management Unit			
1.	Project Executive (Monitoring & Evaluation), TNSRLM	1	Post Graduate in any discipline / MBA with computer knowledge recognized institute / university with at least 3 years of experience in designing and implementation of ME for large development projects, preferably poverty reduction project.
2.	Project Executive (Partnership & Convergence), TNSRLM	1	Post Graduate in any discipline / Social work / MBA with computer knowledge from recognized institute / university with atleast 3 years of experience in rural development projects, preferably poverty reduction project.
3.	Consultant (MIS)	1	BE computer science or IT or MSC (computer science) or MCA (Regular Course) 5 years experience in handling and analyzing data of large volume
4.	Consultant (Partnership and convergence)	1	MA(Rural development)/Community development or equivalent(regular course) 3 years experience in liasioning or networking with agencies should have good interpersonal communication and writing skills.
5.	Assistant Project Officer, DDUGKY, TNSRLM	1	Post Graduate in any discipline with 3 years of experience in Rural Development / projects involved in Rural Development.
	Total	5	
District Mission Management Unit:			
6.	Assistant Project Officer, TNSRLM	35	Post Graduate in any discipline(Regular Course) with 3 years of experience in Rural Development / projects involved in Rural Development.

7.	Assistant Project Officer, NULM	30	Post Graduate in any discipline(Regular Course) with 3 years of experience in Rural Development / projects involved in Rural Development.
	Total	65	
	Grand total	70	

3. Tasks

The shortlisted agency will perform the following functions:-

- Prepare detailed job descriptions, elaborating on the qualifications set out in the project, in consultation with the MD, TNCDW.
- Prepare a detailed recruitment plan, including the process of sourcing, selection methods and timelines, competency/skill mapping tools for assessing technical expertise, etc. for the positions at the State and the District level.
- Appropriate advertisement to be designed for the recruitment and to be published in newspapers as per the existing norms of State Government, web portals and shared amongst relevant alumni networks/Social Networking platforms.
- Expected to follow systematic process of receiving applications, scrutinizing them on set criteria and recording reasons for their rejection.
- Attract best talent from the market (may elaborate on strategies that will be used by the agency) and recruit the best talent with unquestionable integrity from the market.
- Perform rigorous formal & informal reference checks for the required competencies including integrity, transparency and team work apart from technical expertise.
- Propose profiles in line with project requirement by getting in touch with best people working on the said profiles. The agency must use its professional work experience and network to the optimum in the areas of head hunting focusing on rural transformation.
- Expected to maintain highest degree of transparency and integrity while accomplishing the tasks during entire selection processes and the process MUST NOT lead to any unethical practice.
- Manage the communication with the staff during the selection process till the staff is on-board.
- Agency should assess to ensure that the Staff on boarded continue to work with the project in order to keep the attrition rate low.
- The agency is expected to help in delivery on development effectiveness inter

alia by recruiting the best possible expertise who have commendable experience of working with rural masses, on enterprise/entrepreneurship promotion in rural/peri-urban areas, working in with the Public/ Private set-up at the district and the State level and facilitating convergence with relevant Government departments and financial institutions.

- The recruitment will be done largely from open market.

4. Deliverables

The agency is expected to deliver the following:

- **Inception Report** – elaborating on recruitment methodology with detailed work plan, approach to the assignment and selection methodology for the given positions. The proposed 'job description' for each of the positions and the selection methodology should be as per the specifications given by TNCDW.
- **Applications Management** – Digital Database should be maintained - of all the applications received in response to advertisements, applications scrutinized for the eligibility criteria and shortlisted candidates for the selection process. The database should also provide information on all the applications not shortlisted along with reasons for rejection. Publication of this database will be taken up with prior consultation from MD, TNCDW.
- **Submitting Merit List of recommended candidates** - Detailed grades/scores and merit list of the candidates, who participated in the final selection process should be submitted. Final recommended list for each position should be submitted along with minimum 3 or 5 CVs for the above posts and waitlisted for each category. CVs of all recommended and waitlisted candidates should be submitted in both electronic form and hard copy. The complete recruitment process till placement of all agreed staff will be done by HR agency under the monitoring of TNCDW. The complete report of credential verifications of the recommended and waitlisted candidates, shall be submitted.
- **Recruitment successfully completed for all agreed number of positions.**
- **Maintenance of Recruitment Records:** All records related to recruitment and selection under this assignment is maintained for the use of TNCDW and should be made accessible to TNCDW for disclosure under RTI and any other statutory requirement, if and when required.
- **Vacancies arising during contractual period:** In case of vacancies, arising during the contractual period, due to staff attrition/termination/any other reasons including disciplinary issues, the same shall be filled up by the

agency as per terms and conditions of the final contract. **In case of vacancy within 3 months of on-boarding of staff, the agency should provide a replacement at free of cost.**

- **Timeline for Deliverables**

S. No	Deliverables	Tentative timeline
1	Inception Report	EDC + 1 month
2	Applications Management	EDC + 3 months
3	Submitting merit list of recommended candidates	EDC + 4 months
4	Recruitment successfully completed for all agreed number of positions	EDC + 6 months

*EDC- Effective Date of Contract

5. Required Key Experts

It is expected that the selected agency will put in place a high caliber team consisting of a dedicated Team Manager, Recruitment Co-ordinator and sufficient number of administrative assistants. It is desirable that all these members proposed for the assignment are full time staff of the Agency. This team is expected to carry out the assignment with high degree of accountability and manage all necessary documentation for any obligations arising in future.

The agency will directly report to the MD, TNCDW.

S. No.	Key Experts	Profile Required	Expected person days
1	Team Manager	A person with at-least 15 years of experience in developing systems related to human resource management with demonstrable experience in writing HR policy for organizations, operational manual preparation, training and knowledge transfer skill. Experience of handling recruitment at scale and working with government settings will be preferred. S/he should have a PG-HR, MBA or equivalent from an institute of repute in India or abroad.	70

2	Recruitment Co-ordinator	S/he should be PG – HR or a related discipline with at-least 5-7 years’ experience in HR selection, payrolls management, managing legal compliances related to HR administration, grievance redressal, office management and logistic co-ordination, hands on experience in hiring through various channels (portals, referrals, social media, headhunting etc. should have experience in end to end Engagement i.e. from sourcing to on boarding.	100
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*Note: In addition to the above, the agency will make a pool of around 2-3 staff for office support in the areas of IT, Secretarial services, Reception and messenger services, etc. The agency can propose more key experts in comments (in **Annexure-C**) on ToR portion, but the evaluation will only be done for the two key experts mentioned above.*

6. Support to be provided by TNCDW

- 1) The MD, TNCDW will designate a nodal officer for the management of this contract to ensure that the terms of the contract are implemented as per agreement.
- 2) Make available the project documents relevant for performance of the services.
- 3) Constitute a Review Committee to monitor assignment progress on a periodic basis.
- 4) Facilitate the participation of key staff/project team for discussions, programs, whenever needed.
- 5) The MD, TNCDW will advise on the various activities to be performed by the Consultant.
- 6) The MD, TNCDW will provide timely feedback and comments on all reports submitted by the Consultant for undertaking necessary revisions or corrective actions as necessary.

7. Duration of assignment

The duration of the contract will be for **One year**. The agency will complete the on-boarding of the staff in 3 Months. Thereafter, the agency will manage the recruitment of vacancy arising out of attrition/termination/other reasons till the end of the contract period.

The Project’s needs, available budget and performance of the consultant will further determine the continuation of the contract.

8. Method of selection:

The agency to be engaged under Quality and cost-based selection method of Govt. of India procurement guidelines.

9. Indicative Payment Terms:

Payments are proposed to be made according to the following schedule:

S.No.	Output	Payment
1	Inception Report Submission of advertisement }	20% of contract amount
2	Submission of list of selected candidates	40% of contract amount
3	On 40% selected candidates joining the posts & submission of detailed profile of selected candidates.	20% of contract amount
4	On 80% selected candidates joining the posts & submission of detailed profile of selected candidates	20% of contract amount

This term of payment is indicative and it will be finalized at the time of contract negotiation.

10. Reporting

The agency will directly report to the MD, TNCDW, Government of Tamil Nadu or his designated nodal officer.

10.1 Review and monitoring

The MD, TNCDW or his designated nodal officer will monitor the performance of the Consultant based on agreed work plan. The Consultant will prepare weekly activity plans and share it with the client. In case, the MD, TNCDW has any objections related to assignment deliverables, he/she will inform the Consultant in writing. The Consultant will comply with the recommendations made by the MD, TNCDW. Should the performance of the Consultant be found unsatisfactory, the MD, TNCDW shall terminate the contract.

10.2 Reporting mechanism

As per the reporting requirements under the contract, the Consultant will submit the following reports which will be reviewed and approved by the MD, TNCDW:

- 1) Inception report.
- 2) Monthly Progress Reports against the agreed monthly output.
- 3) Any other reports as agreed upon for certain critical activities during the contract period, in particular, as mentioned in the deliverables.

11. Location of Assignment:

Project areas, Tamil Nadu (Chennai and 37 Districts).

Annexure-B

EVALUATION & ELIGIBILITY CRITERIA FOR EXPRESSIONS OF INTEREST FOR HIRING A HUMAN RESOURCE AGENCY FOR ENGAGEMENT OF SENIOR CADRE OFFICERS IN TAMIL NADU CORPORATION FOR DEVELOPMENT OF WOMEN (QCBS- Method).

1) Shortlisting Criteria

- a. The agency should have at least - **eight years** of experience of providing services to organizations in strategic engagement of professionals at leadership and operational levels, at National, State, and district level.
- b. The agency should have conducted at least **3 similar assignments** for organizations implementing development projects.
- c. Average annual turnover of at least **Rs. 2.00 crores (Rupees Two Crores only)** and IT filing forms during last three financial years.
- d. The Agency should have substantial experience in recruiting the posts for Government Departments, externally aided projects in the areas of Rural Development, Poverty alleviation, Community Development, etc.
- e. The Agency should have recruited at least 150 mid and high-level managerial positions in last three years.
- f. Agency must not have a track record of unsatisfactory performance or blacklisted with any State / Central Government / Organization.

2) Evaluation Criteria (Marking base)

EVALUATION CRITERIA		Max.
		Weight
I. Management Competence		30
a	Quality Control and Assurance & Project Management Co-ordination	5
b	Approach and Methodology	15
c	Work Plan & Organisation and staffing Key expert schedule	10
II. Technical Competence		30
a	Specific experience as to similar project with Central & State Government	10
b	Specific experience as to similar project with private companies	5

c	Number of Managerial level recruitment in Central & State Government Project and PSUs	5
d	Total number of recruitments done for Mid and Higher level managerial positions till date	10
III. CV of Key Expert		30
a	Team Leader	20
c	Recruitment Co-ordinators	10
IV. Geographic Competence		10
a	Firm's State experience	5
b	Office in State	5
TOTAL		100

Sub-criteria

	Proposed criteria	Proposed sub criteria	Proposed Marks
1.Management Competence			30
1.a	Quality Control and Assurance & project management co-ordination		5
		- Clearly defined quality management practices & processes	1
		- Well defined processes/SOP in place	2
		- Complaints redressal policies	2
1.b	Approach and Methodology towards handling the assignment		15
		- Is aligned to project objectives - Provides clarity on how the deliverables will be achieved - Addresses all components of Scope of Work	5
		- Provides satisfactory and feasible solutions on handling constraints - Reveals a good understanding of risks and proposes risk mitigation strategies - Reflects understanding of the specific requirements of the Project	5
		- Methodology outlined is practical and do-able - Proposes viable model/s to ensure expected results	5

		- Is clear & concise	
1.c	Work Plan & Key expert schedule		10
		Work Plan - <i>propose the main activities of the assignment, their content and duration, phasing and inter-relations, milestones, delivery dates of the reports</i>	5
		Organization & Staffing <i>propose the structure and composition of your team. You should list the main disciplines of the assignment, the key activities matched with key experts.</i>	5
2. Technical Competence			30
2.a	Specific experience as to similar project with Central / State Government		10
		3 to 5 Projects	5
		6 to 10 Projects	8
		Above 10 Projects	10
2.b	Firm's experience Specific experience as to similar project with private companies		5
		Till 3	3
		Above 3	5
2.c	Number of Managerial level recruitment in State or Central Government Project, PSUs		5
		70 - 150	2
		151 - 500	3
		Above 500	5
2.d	Total number of recruitment done at mid and high level managerial positions till date		10
		151 - 200	2
		201 - 400	5
		401 - 500	7
		Above 500	10
3. CV of Key expert for evaluation			30
3.a	Team Leader		20
		Qualification	4
		Experience	14
		Regional Experience	2
3.b	Recruitment Co-ordinators		10
		Qualification	2
		Experience	7
		Regional Experience	1
4. Geographic Competence			10
4.a	Firm's regional /		5

	State experience	Upto 3 similar project	3
		Above 3	5
4.b	Office in State		5
		Yes	5

Annexure-C

Format for Submission of EOI to TNCDW

Submission Requirements

Expression of Interest (EOI) Consulting Firms

(Additional Soft copy of this filled format shall be provided in CD along with this EOI)

Project Name	Tamil Nadu Corporation for Devt. of Women	
Address:	Tamil Nadu Corporation for Development of Women, (Department of Rural Development and Panchayat Raj, Government of Tamil Nadu), 1 st Floor, Mother Teresa Women's Complex, Nungambakkam, Chennai- 600 034 Phone No.044 – 43443200, Email – tncdwho@yahoo.co.in Website: www.tamilnadumahalir.org	
Assignment Title	HIRING A HUMAN RESOURCE AGENCY FOR ENGAGEMENT OF SENIOR CADRE OFFICERS IN TAMILNADU CORPORATION FOR DEVELOPMENT OF WOMEN.	
Reference No.	1033 / HR / TNSRLM / 2024	
Date:		
Consultant's Firm Profile [Maximum 2 Pages]		
Organization	Provide a brief description of the background and organization of your firm/entity. The brief description should include: <ul style="list-style-type: none">• Proprietor details• Date and place of incorporation of the firm• Objectives of the firm• Availability of required capacities among staff.	
Consulting Firm's Information:		
Details Required	Particulars Furnished	Documents Required
Consultant Name:		Copy of Registration Certificate
Country of Incorporation: Independent legal existence and should be registered in India under the applicable Act.		Copy of Registration Certificate / Partnership deed

Year of Incorporation		Copy of Constitution Certificate
Pan No.		Copy of Pan Card
GST No.		Copy of GST certificate
Number of years in the similar consultancy service		Self-certification
Annual Turnover	Year 2020-21: Rs. Year 2019-20 : Rs Year 2018-19 : Rs	Audited Financial / Tax Statements

Consultant's Experience [Maximum 20 pages]

1.	<p>Project Reference: Experience of providing services to organizations in strategic engagement of professionals at leadership and operational levels, both at the State, District and sub-district level. Please furnish details of minimum 3 such assignments.</p>				
	Name of the Client (GoI / Externally Aided Project)	Nature of the assignment (A Human Resource Agency for Engagement of Assistant Director cadre Officers)	Location and coverage (entire State, country, etc.)	Duration of Assignment (In month)	Value of Contract (in INR)
		(Information provided should match with evaluation criteria as number of specific Project done, recruitment done, etc.) (Supporting documents shall be attached Experience Certificate and contract Agreements, etc.)			

Key Experts (Max. 3 page for each CV)				
Two Experts to be proposed with experience in competency and skill mapping, selection process and engagement from open market. (please refer to ToR) Among other information, the brief CVs should include the following information in the following format:				
Name of the Expert proposed for this Assignment				
Designation:		Educational Qualification:		
Name of Project	Experience in HR Agency for Engagement of Staff	Client and State	Duration of Assignment (in Months)	
<u>Other Information</u>				
Address of office in Tamil Nadu			Address proof	

Evaluation Criteria - Assignment Specific Qualification and Experience

Please answer each question in one paragraph

Your EOI shall demonstrate Management competence, technical competence and geographical experience based on project references.

A. Management Competence (Please answer each question in one paragraph)

- Does your Firm have clearly defined quality management policies & procedures?
- Does your Firm have well defined processes/SOP in place?
- Does your firm have Complaints redressal policy?

Please specify your approach and methodology on following points:

- Is approach and methodology aligned to project objectives?
- Provide us clarity on how the outcomes will be achieved
- Address all components of Scope of Work
- Provide satisfactory and feasible solutions on handling constraints
- Reveal a good understanding of risks and propose risk mitigation strategies
- Reflect understanding of the specific requirements of the Project
- Propose a Methodology which is practical and do-able
- Proposes a viable model/s to ensure expected results

Work Plan & Key expert schedule

- Provide Brief Work Plan (elaborate details to be submitted at the time of RFP) - propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones, delivery dates of the reports.

- Organization & Staffing - propose the structure and composition of your team. You should list the main disciplines of the assignment, the key activities matched with key experts.

- What are the tentative delivery dates of the reports? Is the proposed work plan is consistent with the technical approach and methodology?

Eligibility Declaration

I/ We, the undersigned, certify to the best of our knowledge and belief:

- I/ We have read the advertisement, including the terms of reference (TOR), for this assignment.
- Neither the consulting firm nor its associate or any of its experts prepared the TOR for this activity.
- I/ We confirm that the project references submitted as part of this EOI accurately reflect the experience of the specified firm/ consortium.
- I/ We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm and the expert(s) will be disqualified from short-listing and participation in the assignment.
- All consulting entities and experts proposed in this EOI are eligible to participate in World Bank supported and administered activities.
- The lead entity and associates are NOT currently sanctioned. Neither the consulting firm nor the associates has ever been convicted of an integrity-related offense or crime related to theft, corruption, fraud, collusion or coercion.
- I/ We understand that it is our obligation to notify Govt. of India should any member of the consortium become ineligible to work with Govt. of India or State Govt. be convicted of an integrity-related offense or crime as described above.
- Associate/s, including all proposed consultants named in this EOI, have confirmed their interest in this activity in writing.
- Associate/s, including all proposed consultants named in this EOI, have confirmed their eligibility to participate in this activity in writing.
- Associate/s, including all proposed consultants named in this EOI, have authorized us in writing to represent them in expressing interest in this activity.
- None of the proposed consortium are subsidiaries of and/or dependent on the Executing or the Implementing Agency or individuals related to them.

Name & Signature of the authorized Representative along with Dates:

Name of the Firm with Seal:

Annexure- D

Declaration

To whom so ever it may concern

Date: / /

I / We hereby solemnly take oath that I/We am/are authorized signatory in the firms/Agency/ Institute/ Company and hereby declare that "Our firms/ Agency/ Institute/Company do not face any sanction or any pending disciplinary action from any authority against our firms/ Agency/ Institute/ Company or partners." Further, it is also certified that our firm/ Agency/ Institute/ Company do not have a track record of unsatisfactory performance with any State / Central Government/ any other organization.

In case of any further changes, which affects this declaration at a later date; we would inform the TNCDW accordingly.

Authorized Signatory (With seal)

Annexure E
District List

1. Ariyalur	14. Mayiladuthurai	27. Tiruvannamalai
2. Coimbatore	15. Nagapattinam	28. Tiruvarur
3. Cuddalore	16. Namakkal	29. Thoothukudi
4. Chennai	17. Nilgiris	30. Trichy
5. Chengalpet	18. Perambalur	31. Thirupattur
6. Dindigul	19. Pudukkottai	32. Tenkasi
7. Dharmapuri	20. Ramnad	33. Vellore
8. Erode	21. Salem	34. Villupuram
9. Kanyakumari	22. Theni	35. Virudhunagar
10. Kancheepuram	23. Thanjavur	36. Chengalpet
11. Karur	24. Tirunelveli	37. Kallakurichi
12. Krishnagiri	25. Tiruppur	38. Ranipet
13. Madurai	26. Tiruvallur	

Sd/..
MANAGING DIRECTOR,
TNCDW