



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण

(पोत परिवहन, सड़क परिवहन और राजमार्ग मंत्रालय)

National Highways Authority of India

(Ministry of Shipping, Road Transport and Highways)

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11th October 2006

POLICY MATTERS – ADMINISTRATOIN / FINANCE [129 /2006]

(Decision taken on File No. No.NHAI/Tech/NS-2/IC/TN-2006)

Sub: General issues of Key Personnel in various Consultancy projects –reg.

It has been observed that number of key personnel being proposed by the Consultant in their technical proposals is often required to be replaced at the time of negotiations or during implementation of the projects due to various reasons.

In this context, the following decisions have been taken:

- To ask the Consulting firms to mention the telephone number of each of the key personnel in the CV at the time of submission of their proposal so that their current availability may be confirmed by NHA at the time of evaluation itself.

[Action: Technical Divisions]

- To call each key personnel of the preferred consultant for interview at the time of negotiation at the cost of the Consultant, so as to ascertain his overall suitability as also availability for the position applied for.

[Action: Technical Divisions]

- To host the name of the Consultant as well as the key personnel (along with date of birth) proposed by them on NHA website as soon as negotiation with the Consultant is over so that the Consulting firms can access these details at the time of submission of their proposal in future.

[Action: Technical Divisions/IT Division]

- To host the list of debarred personnel on the NHA website and review/update this list periodically.

[Action: Technical Divisions/IT Division]

- To impose penalty as per terms of the RFP even for replacements proposed at the time of negotiation, (except for debarred personnel who are replaced on the insistence of NHA).

[Action: Technical Divisions]

- To strengthen the system of performance appraisal of the Consultants in NHA.

[Action: Technical Divisions]

These instructions shall be effective from the date of issue of this circular. Suitable modifications in line with the above decision may also be incorporated in future consultancy contracts by the concerned Technical Divisions in NHA.

This issues with the approval of Chairman, NHA.

(G. P. CHAND)

GENERAL MANAGER (ADMN.)

To:

1. PS to Chairman
2. All Members
3. All Officers at HQs
4. All PIUs/CMUs/SPVs