



# भारतीय राष्ट्रीय राजमार्ग प्राधिकरण

(सड़क परिवहन और राजमार्ग मंत्रालय, भारत सरकार)

## National Highways Authority of India

(Ministry of Road Transport and Highways, Government of India)

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### NHAI/ Policy Guidelines/Consultancy/2022

### Policy Circular No 10.1.35/2022 dated 11<sup>th</sup> October, 2022

{(Decision taken on File No. SAG/22010/41/Sagar-Mohari/P-1/HEC/Corre/2022/InterviewofKeyPersonnel (Comp. No.151690)}

### Sub: Timely deployment and improving quality of Consultants (IE/AE/SC) - Corrigendum to Policy Guidelines dated 15.11.2021 - reg.

The following corrigendum is issued to Policy Circular No. 10.1.30 dated 15.11.2021 on the above subject:

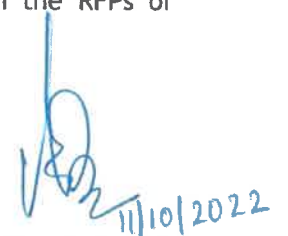
Para No.	Existing as per Policy Circular no. 10.1.30 dated 15.11.2021	As amended now
(ii) (a)	<p>The Expert Teams (2-3 to begin with) comprising of 3 eminent retired/ serving officers in each team will be set up by each Member to take the interviews through VC of the Key Personnel of H-1 Consultant before issue of LOA of consultancy assignments under their jurisdiction. The proceedings of VC shall lie on Data Lake as a record. If any Key Personnel is found not suitable, such person will not be allowed to participate for 1 year in NHA's projects. The Consulting Firm will be given only one opportunity to replace unsuitable person with a person of equal or better CV. No reduction in remuneration shall apply to such replacements. If Consultant fails to produce alternate CV within 7 days or alternate CV/ Person is also not found suitable by the team, then the bid of H-1 Consulting Firm will be considered nonresponsive and the fresh financial bids from the remaining qualified consulting firms in the same assignment (technical proposal scoring atleast 75 points) shall be obtained by giving 15 days time and then the above procedure shall be repeated. In case the remaining qualified consulting firms are less than 2, then such consultancy bid shall be re-invited.</p>	<p>The Expert Teams (2-3 to begin with) comprising of 3 eminent retired/ serving officers in each team will be set up by each Member to take the interviews through VC of the Key Personnel of H-1 Consultant before issue of LOA of consultancy assignments under their jurisdiction. The proceedings of VC shall lie on Data Lake as a record. If any Key Personnel is found not suitable, such person will not be allowed to participate for 3 months in NHA's projects. The Consulting Firm will be given one opportunity to replace unsuitable person with a person of equal or better CV, and no reduction in remuneration shall apply to such replacements. If Consultant fails to produce alternate CV within 7 days or alternate CV/ Person is also not found suitable by the expert team, then the consultancy firm shall be given further opportunity to replace the unsuitable person with reduction in remuneration of that position @10% for such replacement till suitable key person is made available and he is found suitable by expert team.</p> <p>Those key personnel who have been declared not suitable/not recommended in the previous interviews (before issue of this circular) may be allowed to re-appear before interview expert committee if they have completed stipulated time period of 3 (three) month as mentioned above.</p> <p>The key personnel proposed by the consultancy firm and found suitable by expert team of NHA through interaction shall remain eligible for the same position for 3 (three) years from the date of interaction in case they left the project for any justified reason and are subsequently proposed for other projects.</p>

Contd...2/-

(ii) (b)	<p><b>Interview of Key Personnel already deployed at site:</b></p> <p>The Expert Teams as set up above will also take the interviews of Key Personnel deployed in ongoing projects, where progress of civil work is 50% or less, as a one time exercise in the order of oldest project first, following the same process as at Para-(ii)(a) above. If any person(s) is(are) found unsuitable by the Expert Team, such person(s) will be demobilised immediately and will not be allowed to participate for 1 year in NHAI's projects and the Consultant will be given an opportunity to replace such person(s) within 7 days failing which the Consultant will be kept on non-performer list so that they do not bid in future projects of NHAI till they replace the unsuitable person(s) with equal or better CV. In such interactions, PD shall present the performance of the consultant/ Key Personnel so far on the project including quality of supervision/ inspections/ NCRs/ digital MPRs, delays in decision making like COS, EOT, approval of drawings, etc. Expert Team may prescribe a format for this feedback from PD.</p>	<p><b>Interview of Key Personnel already deployed at site:</b></p> <p>The Expert Teams as set up above will also take the interviews of Key Personnel deployed in ongoing projects, where progress of civil work is 50% or less, as a one time exercise in the order of oldest project first, following the same process as at Para-(ii)(a) above. If any person(s) is (are) found unsuitable by the Expert Team, such person(s) will be demobilised immediately and will not be allowed to participate for 3 months in NHAI's projects and the Consultant will be given an opportunity to replace such person(s) within 7 days failing which the Consultant will be kept on non-performer list so that they do not bid in future projects of NHAI till they replace the unsuitable person(s) with equal or better CV. In such interactions, PD shall present the performance of the consultant/ Key Personnel so far on the project including quality of supervision/ inspections/ NCRs/ digital MPRs, delays in decision making like COS, EOT, approval of drawings, etc. Expert Team may prescribe a format for this feedback from PD.</p>
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2. Other provisions of the policy circular no. 10.1.30 dated 15.11.2021 shall remain same. The provisions of policy circular and its amendment shall be incorporated in the RFPs of AE/IE/SC.

3. This issues with the approval of Competent Authority.



(Sanjay Kumar Patel)  
General Manager (Coord.)

To:

All Officers of NHAI HQ/ ROs/ PIUs/ CMUs/ Site Offices

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