TENDER DOCUMENT

TENDER No: WRO/CON/757/0155

Appointment of Consultant for “Providing Comprehensive GRIHA services to achieve GRIHA-4 star rating for Construction of District Head quarters Hospital with 100 bedded Mother Child Hospital at Kendrapara, Odisha

ENGINEERING PROJECTS (INDIA) LTD.  
(A GOVT. OF INDIA ENTERPRISE)  
WESTERN REGIONAL OFFICE-MUMBAI
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<td>Total No of pages :</td>
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</table>
1.0 Tender for Appointment of Consultant for “Providing Comprehensive GRIHA services to achieve GRIHA-4 star rating for Construction of District Head quarters Hospital with 100 bedded Mother Child Hospital at Kendrapara, Odisha as per schedule as under.

2.0 Engineering Projects (India) Ltd. invites offers on lump sum fee basis through tendering who are meeting eligibility criteria as listed below and reputed, finically sound having technical competence, proven experience and registered with the GRIHA council for Providing Comprehensive GRIHA services to achieve GRIHA-4 star rating for Construction of District Head quarters Hospital with 100 bedded Mother Child Hospital at Kendrapara, Odisha in Single stage two envelop system (Technical bid & Price Bid) for the following work

<table>
<thead>
<tr>
<th>Sr no.</th>
<th>Name of work</th>
<th>Period of construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Appointment of Consultant for Providing Comprehensive GRIHA services to achieve GRIHA-4 star rating for Construction of District Head quarters Hospital with 100 bedded Mother Child Hospital at Kendrapara, Odisha</td>
<td>18 Months</td>
</tr>
</tbody>
</table>

3.0 Time schedule of Tender activities:

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Last Date and Time of downloading of Tender Documents:</td>
<td>11.11.2017 upto 17:00 hrs.</td>
</tr>
<tr>
<td>II</td>
<td>Last Date &amp; Time of Submission of Tenders:</td>
<td>On or before 13.11.2017 till 14:00 hrs.</td>
</tr>
<tr>
<td>III</td>
<td>Date &amp; Time of Opening of tender (Technical Bid):</td>
<td>13.11.2017 at 15:00 hrs.</td>
</tr>
</tbody>
</table>
4.0 Minimum Pre-Qualification Criteria:

Consultants satisfying the eligibility criteria can submit their tender with following documents in support of eligibility criteria duly signed and sealed.

1. Organogram giving educational and professional background
2. PAN of constituents and firms as applicable
3. GST Registration no.
4. Article of association in case of a firm, partnership, limited or public company
5. Brief history
6. Copies of membership and certificates of national and international professional organizations
7. Copy of accreditation certificate issued by any Green rating system
8. Proof of having carried out/undertaken Green building consultancy works enumerated as in eligibility criteria in the past 2 years

Completion certificate issued by previous employers with copy of “Green Building” rating certificate issued by appropriate agency. Documents related to green building projects completed during last 3 years shall be submitted.

Pre-qualification Criteria:

1. The consultants shall have a substantial experience in the field of Green Building design and documentation.

2. The consultants shall have worked on at least one certified green building project (Silver rated minimum) and shall have at least one ongoing registered project.

3. The consultants shall have at least one GRIHA/IGBC/LEED AP in their team having not less than 3 years accreditation.
5.0 **EVALUATION OF THE BIDDER**

5.1 Bidder who qualify as per the eligibility criteria given above will be shortlisted based on the documentary credentials submitted by the bidder along with and Price bid of qualified bidder shall only be opened with prior intimation to the bidder.

5.2 Even though a bidder may satisfy the above requirements, he would be liable to disqualification if they have:

I) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the pre-qualification document.

II) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures / weaknesses etc., should be defined.

III) Tenders are not submitted in prescribed format with supporting documents.

- Selection of the consultants shall be subject to thorough verification of their credential and inspection of similar works (if required) carried out / in progress by them, through a Technical Committee of experts.

6.0 Tenderer shall submit the following documents duly signed and stamped a part of technical bid only.

a) Details of similar works executed along with completion certificate & copy of Work order for qualification as per PQ criteria.

b) List of works executed during the last 7 years indicating name of the Client, value, date of start and completion along with completion certificate.

c) List of works under execution indicating name of the Client, Total Contract Value, Value of balance work in hand, date of start and completion.

d) Any other document as stipulated above and in "Tender Documents"
7.0 Tender documents comprising of the following are available on the website of EPI: www.epi.gov.in & CPP Portal www.eprocure.gov.in, the same can be downloaded by the intending bidders.

1. Notice Inviting Tender, Instruction to Tenderer, Scope of work, Terms & conditions, Bidder Information.

2. Price Bid Format (blank)

Bidder may obtain further information regarding this tender from Addl. General Manager (Contracts) at the address given below from 10:00 hours to 17:00 hours on all working days till the last date of submission of Bidding Documents.

The Employer in no case shall be responsible for any issues related to timely or properly uploading/submission of the bid in accordance with the relevant provisions of Section Instruction to Bidders of the Bidding Documents.

8.0 Bidders can download the bid document from the portal any time from 15:00 Hrs. on 28.10.2017

9.0 Bids must be submitted along with relevant documents pertaining to Clause no. 4 & 6 under Single Stage Two Envelope Bidding Procedure before last date and time of bid submission. Late bids will not be accepted. Under the above procedure, only the first envelope (Technical Part) shall be opened in the presence of the bidders' representatives who choose to attend in person at the address given below on schedule date and time of bid opening Second envelope i.e. Price part shall be opened of the qualified Bidders only.

The bid shall be valid for 90 days from date of opening of Price Bid.

The bid must be submitted in physical form at the address given at Clause on or before last date and time of bid submission. If the above documents are not received in time then there offer shall not be considered and EPI shall not be responsible for any postal delay in respect of submission of hard copy part of the bids.

10.0 The Terms & Conditions contained in this NIT and tender documents shall be applicable. In case of any unscheduled holiday taken place on the last day of submission of tender, the next working day will be treated as scheduled day and time for submission of Tender.
11.0 EPI reserves the right to accept any tender or reject any or all tenders or annul this tendering process without assigning any reason and liability whatsoever and to re-invite the tender at its sole discretion.

12.0 The corrigendum or addendum, extension, cancellation of this NIT, if any, shall be hosted on the EPI’s website/CPP portal the bidders are required to check these websites regularly for this purpose, to take into account before submission of tender. All Corrigendum and addendum are to be uploaded duly signed & stamped with tender documents as bid Annexure.

13.0 It is made clear that the offer of the L-1 bidders shall be accepted subject to the confirmation of authenticity of the PQ documents.

14.0 The Bidder should not have been blacklisted in any StateGovt./Municipal Corporations/Central Govt./any State Govt. Organizations, Urban Local Body and/or its Undertaking company during last seven years ending last day of the previous month of date of NIT.

15.0 The quoted rates shall be inclusive of all taxes, GST, duties, levies etc. applicable as on date of publication of NIT. The consultant is required to submit invoice indicating details of applicable taxes separately. Any variation in taxes after date of submission will be adjusted/reimbursed by EPI.

16.0 The successful bidder shall be required to sign an agreement.

17.0 EPI reserves the right to extend the date of submission of the tender or cancel the tender or accept any tender or reject any or all tenders or split the work of tender or annul this tendering process without assigning any reason and liability whatsoever and to reinvite tender at its sole discretion.

18.0 The price bid of those bidders whose bid has been technically accepted on the basis of documents submitted and confirmations of credentials are received from the concerned Departments shall be opened with prior intimation to them. However, it is made clear that the offer of the L-1 bidders shall be accepted subject to the confirmation of authentically of the PQ documents from the concerned department.
19.0 Disqualification

The tenderers may note that they are liable to be disqualified and not considered for the opening of Price Bid if;

a) Representation in the forms, statements and attachments submitted in the pre-qualification document are proved to be incorrect, false and misleading.

b) They have record of poor performance during the past 10 years such as abandoning the work, rescinding of contract for which the reasons are attributable to the nonperformance of the contractor, inordinate delay in completion, consistent history of litigation / arbitration awarded against the contractor or any of its constituents or financial failures due to bankruptcy etc. in their on going / past projects.

c) They have submitted incompletely filled in formats without attaching certified supporting documents and credentials to establish their eligibility to participate in the Tender.

d) If the tenderers attempt to influence any member of the committee. EPI reserves its right to take appropriate action including disqualification of tenderer (s) as may be deemed fit and proper by EPI at any time without giving any notice to the contractor in this regard. The decision of EPI in the matter of disqualification shall be final and binding on the Tenderers.

20.0 The tender documents shall be issued by and submitted to:

Addl. General Manager (Contracts)
Engineering Projects (India) Ltd.
Bakhtawar, 6A, 6th Floor
Nariman Point, Mumbai - 400 021
Tele fax No. 022-22882177, Office Phone- 022-22049230
Email: wro-contracts@engineeringprojects.com

21.0 Contact details for site related Queries:

DGM (Tech), at Kendrapara site - Mobile No. 09831405999
Email: epikendrapara@gmail.com, devidutta@engineeringprojects.com
For more information on EPI, visit our website at: http://www.epi.gov.in

Addl. General Manager (Contracts)
Date: 28.10.2017
Scope of work -

1. Project understanding and collection of Data and preparation of documents

2. Online Registration along with all necessary documents

3. Orientation Workshop for the Project team

4. Site visits

5. Construction Supervision for compliance of GRIHA Norms and Documentation with necessary modification/additions as desired by the Evaluation, compliance of queries by GRIHA and all other requirement

6. Any other services required for compliance for GRIHA Ratings.

7. Performance Audit

8. Final Award of Ratings
**INSTRUCTIONS TO TENDERERS**

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<th>Two Bid System</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Techno-commercial bid under a sealed cover – (Envelope ‘1’)</td>
<td></td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Part</td>
<td>Price Bid - under a sealed cover – (Envelope ‘II’)</td>
<td></td>
</tr>
</tbody>
</table>

1<sup>st</sup> Part Techno-commercial Bid:
Bidders are required to submit the following tender documents duly sealed and signed in Envelop 1 (techno-commercial)
1. Notice Inviting Tender, Instruction to Tenderers,
2. Scope of work
3. Terms & conditions
4. Bidder Information
5. Documents for qualification
6. Price Bid Format (blank)

2<sup>nd</sup> Part Price Bid
(under a sealed cover)

In this part bidder should enclose only Price bid as per price bid format enclosed in tender document for Appointment of Consultant for Providing Comprehensive GRIHA services to achieve GRIHA-4 star rating for Construction of District Head quarters Hospital with 100 bedded Mother Child Hospital at Kendrapara, Odisha both in words and figures superscribed "Price Bid." for NIT no, Due on, from (name & address of the bidder with contact no.) No other documents should be kept in this envelope.

**ENVELOPE-III**
Both the Envelopes I & II shall be put in another envelope which will be superscribed with the NIT No. mentioned above and submitted to the official address mentioned below.

| 1. | Address for collection & submission of tender | Addl. General Manager (Contracts) Engineering Projects (India) Ltd., (A Govt. of India Enterprise) 6A, 6<sup>th</sup> Floor, BAKHTAWAR, Nariman Point, Mumbai – 400021 Tel No : 022 22049230 Fax : 022 22882177 e-mail : wro-contracts@engineeringprojects.com |

SIGNATURE OF BIDDER

EPIL
Terms and Conditions

1. The Consultancy fee shall be payable on Lump-sum basis. This shall be inclusive of all taxes as applicable inclusive of GST. GRIHA Consultant will visit the Project work site, EPI/PMC Office at Bhubaneswar and offices of GRIHA Secretariat etc. as per requirement. The quoted rates shall be deemed to be inclusive of the expenditure likely to be incurred on this traveling and other incidentals like necessary presentation, Approvals of Schemes and no extra payment/claim shall be payable to the GRIHA Consultant on this account.

2. All expense for visit to Project Site and offices of EPI / GRIHA Secretariat /PMC /Statutory bodies performed b'y the GRIHA Consultant in connection with Providing the required GRIHA Consultancy Services as per scope of work including for obtaining approval from GRIHA Secretariat / EPI / PMC Office / Statutory bodies till completion of work and Receipt of GRIHA Rating Certification are to be included in the quoted fees of GRIHA Consultant and no extra payment / claim shall be payable to the GRIHA Consultant on this account.

3. The GRIHA Consultant shall supply free of charge to EPI / PMC Office, adequate number of copies of documents viz. project report including all analysis and design calculations etc. as carried out by GRIHA Consultant incorporating subsequent modifications/ revision, if any.

4. Consultant shall not sublease the job

5. FORCE MAJEURE CLAUSE:
EPI will not be responsible for any delay /stoppage of work due to force majeure conditions like natural calamities, civil disturbances; strikes, war etc. and losses suffered, if any, by the consultant on this account. The EPI shall not be liable in any way
to bear such losses and no compensation of any kind whatsoever will be payable by EPI to the GRIHA Consultant.

6. The GRIHA Consultant shall appoint and notify a team of well qualified Technical personnel’s from his organization to represent the consultant in all the meetings/presentations with EPI / PMC Office / Other Consultant / Local Bodies or any other agency.

7. All the documents submitted as part of the bid shall be duly signed and stamped by the authorized person of the consultant.

8. Income tax and other statutory taxes etc, shall be deducted from the bills as per applicable rules.

9. If the consultant abandons the work for any reason whatsoever or becomes incapacitated from acting as Consultant, the EPI shall forfeit/encash the Security deposit available at his credit, and terminate the contract (Decision of EPI shall be final and binding).

10. In the event of the termination of the agreement the consultant shall refund any excess payment made to him over and above which is due to him in accordance with the terms of this agreement, for the services rendered by him till the date of termination of agreement.

11. The services shall be rendered as per time schedule of planning and execution of buildings and various services in such a fashion so that at no point of time the progress of work is hampered due to the want of details from GRIHA consultant.

12. **COMPLETION PERIOD:**
The total time period of involvement will be as per time span required to complete the Task description as per the Scope of Work & Responsibilities given herein this bid document. The project is scheduled for completion within 18 months from date of start of execution and the final award of GRIHA rating to be obtained within 12 months (or as per GRIHA Secretariat norms) after the completion of project. Thus the required services are to be provided by the consultant till the final award of GRIHA certification rating. However the total time period is likely to vary depending upon the completion of project and on the final award of GRIHA rating by GRIHA Secretariat.

13. EXTENSION OF TIME & LIQUIDATED DAMAGES:

13.1 No extension of time for completion be considered owing to any variations made in the works by the orders of the EPI / PMC Office, unless EPI in consequences for such variations extends the time allowed to the Consultant for the completion of the works, in which case EPI / PMC Office may extend the time of completion under this agreement for a proportionate period, as the case may be, for the completion of the whole works.

13.2 If at any stage, Project has been delayed by the acts of EPI / PMC Office or by the GRIHA Consultant deployed for the work, nothing extra shall be payable to the GRIHA consultant. However suitable extension of time for completion of work shall be granted accordingly.

13.3 If the Consultant requires extension of time, he/she shall intimate in writing to EPI giving reasons for delay and justifications for extension in completion period. EPI after satisfying them self about the reasonableness of grounds, may grant extension of time as found to be justified and communicate the same in writing.
The decision of EPI shall be final and binding. Whenever such extension of time is granted, it would be without prejudice to the rights of EPI to recover the liquidated damages from the Consultant. Any extension of time granted as stated above shall neither entitle the consultant to any claim for increase in their fees nor shall it release him from any of the obligations under the said agreement.

13.4 **Liquidated Damages:** The work shall be carried out with all due diligence and as per the time schedule specified above. In case of any delay/default, of the GRIHA consultant to adhere to the agreed time schedule, the EPI shall have right to recover the liquidated damages from the consultant at the rate of 0.25% (zero decimal point two five percent) of the total amount of fee payable to GRIHA Consultant for each WEEK of delay of as per agreed schedule subject to a maximum of 10% (ten percent) of the total fee payable to the GRIHA Consultant. EPI shall be entitled to deduct such damage from the dues that may be payable to the GRIHA Consultant. Decision of EPI shall be final and binding in this regard.

14. The agency shall be directly responsible for safety of persons deployed for the work, under the prevailing conditions and executes the works safely and complete the work within specified period.

15. All statutory deductions shall be borne by the Agency.

16. In case of contradiction of quoted rates, the rates quoted in words shall be treated as final.
17. Payment shall be released within 15 days after verification of bill and work. Bill shall only be verified after completion of work in all respects, including getting it checked by EPI.
18. 05% (Five percentage) security deposit will be deducted from the bill and the same shall be released within one month of receipt of GRIHA Rating Certificate (Final) issued by the GRIHA Secretariat.

**SCHEDULE OF PAYMENT**

The Consultancy fee shall be paid as specificities below

<table>
<thead>
<tr>
<th>Stage</th>
<th>Deliverables</th>
<th>% fee payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Submission of reports and recommendations after analyzing Architectural Drawings/Designs with request to Sustainable site planning, Sustainable building designs.</td>
<td>15</td>
</tr>
<tr>
<td>2</td>
<td>Submission of report on performance optimization, management Energy simulation and energy water, waste water, solid water management.</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>GRIHA documentation for interim report on target marks.</td>
<td>10</td>
</tr>
<tr>
<td>4</td>
<td>Final report on Energy simulation and analysis</td>
<td>10</td>
</tr>
<tr>
<td>5</td>
<td>Complete GRIHA documentation including Consolidated final consultancy Report on target marks.</td>
<td>15</td>
</tr>
<tr>
<td>6</td>
<td>On receipt of 4 Star rating Certification from GRIHA Secretariat (provisional)</td>
<td>20</td>
</tr>
<tr>
<td>7</td>
<td>On receipt of 4 star rating certification from GRIHA Secretariat (final)</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>
## BIDDER'S INFORMATION

*(All the bidders must submit the document with filled in data with their offer in Technical bid)*

<table>
<thead>
<tr>
<th>Company Name*</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Number*</td>
<td></td>
</tr>
<tr>
<td>Registered Address*</td>
<td></td>
</tr>
</tbody>
</table>

**Name of Partners/Directors**

**Bidder type**

Indian/Foreign

**City**

**State**

**Country**

**Postal code**

**PAN/TAN Number**

(PAN/TAN number must have 10 characters. e.g. AESTG2458A)

For bidders who do not have PAN/TAN number may enter TEMPZ9999 as the PAN/TAN number.

**Company’s Establishment Year**

**Company’s Nature of business**

**Company’s Legal status**

LIMITED COMPANY/
Undertaking/Joint
venture/Partnership/others

**Company Category**

Micro unit as per MSME/
Small unit as per MSME/
Medium unit as per MSME/
Ancillary unit/Project of
affected person of this
company/SSI/others

**Contact Details**

Enter Company’s Contact Person Details

**Title**

Mr/Mrs/Dr/Shree/Ms

**Contact Name**
| **Date of Birth***  
| (DD/MM/YYYY)       |                                                             |
| **Correspondence Email*** | *(Correspondence Email ID can be same as your Login ID. All The mail correspondence will be sent only to the Correspondence Email ID.)* |
| **Designation** |                                                         |
| **Phone*** | *(Phone details eg: +91 044 22272449)* | |
| **Mobile*** |                                                         | |

**BANKER DETAILS –**

| **PAN NO*** |                                                             |
| **GST No*** |                                                             |
| **TIN NO*** |                                                             |
| **ACTIVE BANK A/C DETAILS*** |                                                         |
| **A/C NO*** |                                                             |
| **A/C TYPE*** |                                                         |
| **BRANCH ADDRESS*** |                                                         |
| **IFSC*** |                                                             |

*Mandatory information (must be filled by the bidders)*
<table>
<thead>
<tr>
<th>Block</th>
<th>Floor Area 1</th>
<th>Floor Area 2</th>
<th>Floor Area 3</th>
<th>Floor Area 4</th>
<th>Floor Area 5</th>
<th>Total Floor Area</th>
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</thead>
<tbody>
<tr>
<td>PLOT AREA</td>
<td>18453.52 Sqmt</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>1) DHH BLOCK</td>
<td>2561.40 Sqmt</td>
<td>2305.05Sqmt</td>
<td>2265.25 Sqmt</td>
<td>2265.25 Sqmt</td>
<td>2265.25 Sqmt</td>
<td>13927.45 Sqmt</td>
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<td></td>
<td></td>
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<td></td>
<td>13928.00 Sqmt (say)</td>
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<tr>
<td>2) MCH BLOCK</td>
<td>1307.90 Sqmt</td>
<td>1236.94 Sqmt</td>
<td>1221.50 Sqmt</td>
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<td>6345.00 Sqmt (say)</td>
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<tr>
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<td>802.33 Sqmt</td>
<td>802.33 Sqmt</td>
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<td>802.33 Sqmt</td>
<td>5041.65 Sqmt</td>
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<td></td>
<td></td>
<td></td>
<td>5042.00 Sqmt (say)</td>
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<tr>
<td>4) MAINTENANCE BLOCK</td>
<td>70.50 Sqmt</td>
<td>70.50 Sqmt</td>
<td>70.50 Sqmt</td>
<td></td>
<td></td>
<td>211.50 Sqmt</td>
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<tr>
<td>5) MEDICAL GAS ROOM</td>
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<td></td>
<td></td>
<td></td>
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<td>128.40 Sqmt</td>
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<tr>
<td>6) TOTAL BUILT UP AREA</td>
<td>25654.90 Sqmt</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td>(EXCLUDING ROOF OVER HANGS &amp; SERVICE ZONES IN SHAFT)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7) ACHIEVED FAR</td>
<td>1.39</td>
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<td></td>
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</tr>
<tr>
<td>8) ACHIEVED COVERAGE</td>
<td>26.78%</td>
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</tbody>
</table>