**Project Concept Note**

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| **Project Name** |  |
| **Sponsoring Agency** |  |
| **Sponsoring Department** |  |

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| **Contact Details** | **Single Point Contact for the Project –**   |  |  | | --- | --- | | Name |  | | Designation |  | | Address |  | | Telephone |  | | E-mail ID |  | |
| **Introduction** | **Sponsoring Agency:**  Brief about Sponsoring Agency  **Need for the proposed project:**  Details about the current deficiencies in the services, reasons for proposing the project, how the project is expected to fill the deficiencies etc.  **Scope of the project:**  Details of the proposed project and the facilities to be set up for offering required services etc. |
| **Project Details** | Details of the project such as project components, location, estimated project cost, construction period etc. |
| **Project Land Details** | Land details such as extent of land required for project, land ownership (own or to be taken up on lease, in which case, details of lease arrangements are to be provided), land value as per Guideline value and as per market value/ Land lease values, current land classification etc. |
| **Financial Analysis of the project** | Proposed Project funding details and other particulars from the project’s Financial Analysis Template |
| **Project Implementation Structure** | Proposed implementation structure of project, method of selection of private developer, proposed period of such implementation arrangement, Bid evaluation parameter/s etc. |
| **Risk Assessment** | |  |  |  | | --- | --- | --- | | **Aspect** | **Public** | **Private** | | Ownership |  |  | | Design |  |  | | Construction |  |  | | Finance |  |  | | Operation |  |  | | Maintenance |  |  | | Cost escalation in construction |  |  | | Cost escalation in O&M |  |  | | Time overrun |  |  | | Statutory Clearances |  |  | | Force majeure |  |  | | Change in law |  |  | | Revenue Fluctuation – upside |  |  | | Revenue Fluctuation – downside |  |  | | Extension of Timelines |  |  | | Extension in Concession Period |  |  | | Independent Engineer |  |  | | Termination |  |  |     *(Please indicate the party responsible for each activity pertaining to the project.)* |