

Letter no - 2354  
Date - 02/02/2026

Lu. No. (2354/02/02/2026)  
Date



Short Quotation No.- 03 /PMC/2026

Office of the Municipal Finance Controller, Patna Nagar Nigam, Patna-800001

Patna Municipal Corporation invites Quotations for following work:

**Sub: Appointment of Legal Advisor for Due Diligence for proposed issuance of Municipal Bonds of Patna Municipal Corporation Up to Rs. 200 Crore through Private Placement/ Public Issue**

Name of the Law Firm:	
Address:	
Contact Person:	
Mobile No.	
Email ID:	

#### Financial Proposal

S.no.	Description	Amount in Rs.
I	<p>Our Scope of work for Legal Advisor for conducting Due Diligence shall include:</p> <ol style="list-style-type: none"><li>1. Due diligence for preparation of Preliminary Placement Memorandum/Placement Memorandum</li><li>2. Undertaking due diligence pertaining to authority and approvals required by the Issuer to issue Bonds and in relation to objects of the Issue;</li><li>3. Collation of documents/information as per the checklist prepared and creating a back-up for the Merchant Banker(s) to the Issue.</li><li>4. Searching the websites of Supreme Court, High Courts, concerned court establishments/complexes where the office of</li></ol>	

	<p>Issuer, is situated, Watch-out Investors website and CIBIL etc. for any pending litigation by and /or against the Issuer;</p> <p>5. Searching the websites of Watch-out Investors website and CIBIL etc. for any pending litigation by and /or against the Bond Issue Committee members;</p> <p>6. Drafting and Finalising of Materiality Policy;</p> <p>7. Verifying the registrations with the intermediaries involved in the Issue and checking any orders passed by SEBI;</p> <p>8. Drafting of Resolutions/Certifications/Undertakings for the Issuer, BIC members w.r.t., Issue; and</p> <p>9. Drafting a note in consultation with the Merchant Banker(s) to the Issue for the process of due diligence followed for the period mentioned in the preliminary placement memorandum.</p>	
II.	<p>Eligibility for Quotation:</p> <p>a) The Law Firm should have successfully completed at least one transaction of Municipal Bond issuance as a Legal Advisor for an amount of Rs.200 Cr or more in last 3 year till date</p> <p>b) In case of tie in financial bid, the Law Firm with most experience in Muni Bond issuance in last one year till date will be preferred and appointed</p>	

**Note:**

1. No Out-of-pocket expenses shall be paid separately by the Corporation.
2. Taxes (GST) as per the applicable laws shall be paid separately.
3. The quotation shall be strictly submitted as per the above format only. No changes shall be made in the above format, otherwise the quotation shall not be accepted and will be summarily rejected.
4. The quotation should reach to our office on or before 05/02/2026 till 3.00 PM at the following Address:

To,  
 Municipal Finance Controller,  
 Patna Municipal Corporation  
 4<sup>th</sup> Floor, C Block, Maurya Lok Complex,  
 Budhha Marg, Patna- 800001, Bihar

5. The bids/quotations received will be opened on the same day, i.e., 05/02/2026, at 4:30 PM
6. PMC reserves right to negotiate with all the bidders if they feel that the quotes are high.
7. Company profile along with proof of Experience for the completed transaction should be attached along with the FB

  
Municipal Finance Controller  
Patna Nagar Nigam, Patna