



# **Department of Forests, Environment & Climate Change Government of Jharkhand**

## **Notice Inviting EOI to procure**

**"Consultancy for Development of the Bio-diversity Park, Ranchi on the concept of Eco-Tourism, Amusement and Adventurism as per international standards."**

### **EOI Notice No. 01/2021-22**

Department of Forests, Environment and Climate Change, Government of Jharkhand is planning to develop the Bio-diversity Park at Lalkhatanga, Ranchi on the concept of Eco-Tourism, Amusement and Adventurism as per international standards.

Therefore, Expression of Interest (EOI) is invited from qualified "Consultants" for preparing Detailed Project Report (DPR) along with Detailed Layout Plan and ready to tender BOQ for carrying out works approved in the DPR. The intending EOI proposers are advised to visit the area and form their own opinion. No cost for this purpose will be paid by the State Govt.

Interested EOI proposers may download the Tender document from the website **www.forest.jharkhand.gov.in** or may obtain the same from office of the Divisional Forest Officer, Ranchi Forest Division, Ranchi, Block-F, Van Bhawan Doranda, Ranchi, **Tel:- 0651-2480265**, during office hours in working days.

The agencies/bidders are advised to study the Tender document carefully. Submission of Bids shall be deemed to have been done after careful study and examination of the Tender document with full understanding of its implications. The agencies downloading the tender document from the website should deposit the tender processing fee of 1000/- (One Thousand) Only in the form of DD or Banker's Cheque issued in favour of D.F.O, Ranchi Forest Division, Ranchi shall be payable by the Tenderers at the time of submission of bid alongwith technical bid. The tenderer shall furnish the Earnest Money of Rs. 1.00 Lakh (Rupees One Lakh) only with the Technical Evaluation Proposal (Envelope-I).

#### **Schedule of Events**

|  |   |
|--|---|
| <b>Availability of Tender Document from</b>                | <b>: 06<sup>th</sup> October 2021 to 27<sup>th</sup> October 2021</b>   |
| <b>Last date &amp; Closing Time for Submission of Bids</b> | <b>: 28<sup>th</sup> October 2021 by 12:00 Hrs.</b>   |
| <b>Place for Submission of Bids</b>                        | <b>:Office of the Divisional Forest Office, Ranchi Forest Division, Ranchi,<br/>Van Bhawan, Block-F, Doranda Ranchi - 834002</b>            |
| <b>Date &amp; Time for Opening of Technical Bid</b>        | <b>: 28<sup>th</sup> October 2021 at 01:00 PM</b>   |
| <b>Date &amp; Time for Opening of Financial Bid</b>        | <b>: 29<sup>th</sup> October 2021 at 11:30 AM</b>   |
| <b>Place of Opening of these Bids</b>                      | <b>: O/o Additional Principal Chief Conservator of Forests, Development, Jharkhand Ranchi. Van Bhawan, Block-A, Doranda Ranchi - 834002</b> |

**Divisional Forest Officer,  
Ranchi Forest Division, Ranchi**



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# **CONSULTANCY FOR DEVELOPMENT OF THE BIODIVERSITY PARK, RANCHI ON THE CONCEPT OF ECO-TOURISM, AMUSEMENT AND ADVENTURISM.**

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Expression of Interest



**FOREST, ENVIRONMENT AND CLIMATE CHANGE DEPARTMENT  
GOVERNMENT OF JHARKHAND,  
RANCHI**

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## **PART-I**

### **GENERAL INFORMATION**

#### **1. Brief Project overview**

The Department of Forests, Environment and Climate Change, Government of Jharkhand is planning to develop the Bio-diversity Park at Lalkhatanga, Ranchi on the concept of Eco-tourism, amusement and adventurism as per international standards. This Park is presently situated on approx 540 acres of forest land at *Lalkhatanga* village about 14 km from Ranchi. For this development, the available non-forest government land (GM etc) in and around the Park may also be considered for utilization.

2. Proposals (hereinafter referred to as Expression of Interest or “EOI”) from qualified “Consultants” for preparing Detailed Project Report (DPR) along with Detailed Layout Plan and ready to tender BOQ for carrying out works approved in the DPR. **The details of procuring entity & Submission as well as venue of bid opening are given in Annexure-I: Table-1.** The intending EOI proposers are advised to visit the area and form their own opinion. No cost for this purpose will be paid by the State Govt.
3. The qualifying criteria is mentioned hereunder :-
  - 3.1. Should have a minimum of 5 years’ experience in the field of providing consultancy services including *for Landscaping, Botonical, Engineering works in Zoological Park/Biological Park/ Botanical Garden/Wildlife Parks /Gardens/Amusement Park/Large scale landscape in any reputed Government institution and like facilities* including preparation of Master Plan, DPR and ready to tender BOQ for State/Central Government Agencies or reputed organizations in India. ***The EOI Proposer should have ongoing or completed at least one Similar Project during the last seven years of 2014-15 to 2020-21.***

3.2. The EOI proposer should either be an Architect/Civil Engineer/Forester (Forestry expert with experience in creating eco-tourism facilities in wild/nature areas). He should have a team of professional required for the job. The selected consultant would act as Team Leader for this job. The qualification and experience required is given in Table- 3 of Annexures.

3.3. The EOI Proposer must attach work orders and agreements with government AUTHORITY or reputed organizations for the similar projects.

#### **4. Brief description of the selection process**

There is a selection process (collectively the “Selection process”) in evaluating the EoI proposal comprising technical cum financial bids and Conceptual presentation. In the first stage, a preliminary technical evaluation will be carried out by opening envelope I, then the offers submitted will be evaluated using the following criteria:- Only those bidders who fulfill minimum eligibility criteria shall be qualified and asked to make a presentation.

Evaluation criteria of the approach, design concept and presentation as below:-

| <b>Sl. No.</b>     | <b>Criteria</b>  | <b>Marks</b>     |
|--------------------|--|------------------|
| 1                  | Agency Profile, CV, work experience, Master planning and Zoning (Approach) | 25 Marks         |
| 2                  | Design concept planning (Methodology)                                      | 50 Marks         |
| 3                  | Presentation   | 25 Marks         |
| <b>Total Marks</b> |  | <b>100 Marks</b> |

The bidders/Firm Securing 60% and above marks in approach, design concept and presentation will qualify for opening of financial bid. Final score will be arrived at by adding Technical score and Financial Score with weightage of 80% and 20% respectively.

**The proposer with the highest combined score will be the first ranked EOI proposer (hereinafter referred to as the selected consultant) who shall be called for negotiation, if necessary.**

## **5. EMD and Security Deposit.**

5.1 **EMD** :- The EOI proposer will give an EMD of Rs. 1.00 Lakh (Rupees One lakh only) with the Technical Evaluation Proposal (Envelop-I). This EMD will be refunded to the unsuccessful proposers after one month of the finalization of the selection of the Consultant (award of work and signing of agreement).

The EMD of the successful proposer would be adjusted towards the security Deposit.

MSME firms are exempted from the payment of EMD and document fee if any

### **5.2 Security Deposit**

The successful proposer would deposit a Security Deposit of 5% of the agreed amount of the fee for the project in the form of Bank Guarantee (Valid for nine months, to be extendable in case of extension of contract period)/ XISC or KVP duly pledged in favour of DFO, Ranchi Forest Division.

The security Deposit will be refunded within three month of successful completion of the job (for which a certificate will be issued by the Competent Authority)

## **6. Amendment of EOI**

If it becomes necessary to revise any part of this EoI or if additional data are necessary for an exact interpretation of provisions of this EoI prior to the due date for receipt of proposals, notification will be sent to the contenders on email. The AUTHORITY reserves the right to extend the due date for accepting bids to accommodate such interpretations or additional data requirements.

## **7. Cost of Proposal**

The EOI proposer shall be responsible for all the costs associated with the preparation and submission of their proposals and their participation in the selection process including subsequent negotiations, visits to the project site, etc. The AUTHORITY will not be responsible or in any way be liable for such costs, regardless of the conduct or outcome of the selection process.

## **8. Discussion Format**

The AUTHORITY reserves the right to conduct discussions, either oral or written, with those proposers determined by the AUTHORITY to have submitted reasonably viable proposals for being selected for award of work. The AUTHORITY also reserves the right to issue clarifications to resolve minor issues in the EOI and to call for additional information, if required at any stage, for evaluation purposes.

## **9. Period of Contract**

The term of the contract of engagement/appointment as consultant is for a period of Nine months from the award of work for submitting DPR and required documents/informations on mutually agreed terms and this period shall commence from the date of signing of the agreement. However, further services of the Consultant may be obtained by the AUTHORITY during the implementation phase of the project as and when required on mutually agreed terms and conditions. The contract can be terminated by either party with a notice period of 30 days (One month). However, if the AUTHORITY is of the view that any act of fraudulence or malfeasance has been committed by the proposer selected as the Consultant and it is in the public interest to abrogate the contract, then the AUTHORITY has the right to reduce the above notice period to 15 days (fifteen days) within which the Consultant has to wind up its operations and hand over all relevant documents, data, etc. to the AUTHORITY.

The Nine month period of contract may be extended for a further period of three months without penalty on request of the consultant for sufficient and reasonable reasons acceptable to the AUTHORITY. Any extension beyond this period shall attract penal provision as mentioned in para - 16.12 below.

**PART II**  
**RESPONSIBILITY**

**10. General Responsibility**

The Consultant shall

- 10.1. Act in a fiduciary capacity for the AUTHORITY within the scope of the work undertaken by it and shall disclose all conflicts of interest as and when they arise;
- 10.2. Not receive any consideration by way of remuneration or compensation or in any other form from any person or entity other than designated under the Agreement, in respect of any activity done in relation to the projects and products for which service is provided;
- 10.3. Maintain an arms-length relationship between its activities as a consultant and its other activities;
- 10.4. Ensure that there is no conflict of interest in all its activities. If the Consultant, its holdings or subsidiary company secure any contract from the Department/Government for any Similar Services and in such instance shall ensure that in case of any conflict of interest between such activities and the activities under this contract, such conflict of interest shall be disclosed to the AUTHORITY and a written “no objection” secured from the Department/Government.
- 10.5. Not divulge any confidential information which has come to its knowledge about the Department, Government or public or private agencies with which it has to interact pursuant to the Agreement, without taking prior permission except where such disclosures are required to be made in compliance with any law for the time being in force. The data or information generated as part of this assignment shall be the sole property of the AUTHORITY and the Consultant shall not share, divulge or use it for any other purpose without the prior approval of the AUTHORITY in writing;
- 10.6. Not enter, on its own accord, into transactions which are advantageous to itself or which are offensive to the interests of the AUTHORITY in consequence to its advice given to the AUTHORITY.
- 10.7. Abide by the code of conduct as may be specified;
- 10.8. Disclose all material information about itself including its business, relevant

disciplinary/regulatory history, the terms and conditions on which it offers advisory/consultancy services, affiliations with other intermediaries and such other information as is necessary to take an informed decision on whether or not to avail its services;

10.9. Disclose any consideration by way of remuneration or compensation or in any other form whatsoever, received or receivable by it or any of its associates or subsidiaries for any distribution or execution of services or products in respect of which the advice is provided;

10.10. Before recommending the services of any intermediary disclose any consideration by way of remuneration or compensation or in any other form whatsoever, received or receivable by the Consultant from such intermediary for any purpose pursuant to the implementation under the Agreement, if the AUTHORITY desires to avail the services of such intermediary;

10.11. Disclose to the AUTHORITY its holdings or position, if any, in any intermediary, for providing any similar Services or products which are subject matter of its advice;

10.12. Disclose to the AUTHORITY any actual or potential conflicts of interest arising from any connection to or association with any provider of similar services, including any material information or facts that might compromise its objectivity or independence in the carrying on of the advisory and consultancy services to the AUTHORITY; and

10.13. Maintain a core team consisting of *Architect as Team Leader supported by Civil Engineer and Forester* during the entire period of contract.

## **PART III**

### **SCOPE OF SERVICES & DELIVERABLES**

#### **11. Responsibility as Consultant**

11.1. The Consultant is expected to conduct detailed study of the survey map as provided by the authority for the BIODIVERSITY PARK site and develop and submit a *Detailed Project Report* (DPR) together with Master Layout Plan, designs of civil structures etc. and ready to tender Cost Estimates (BoQ) for the BIODIVERSITY PARK which will be used for appointing experienced Engineering & Construction agency or PPP agency. By and large the consultant shall undertake the following activities, though not necessarily limited to it;

- i. Prepare design based on demand assessment study given by the authority.
- ii. Consultation with the Project Team, Executing Agencies, Consultants.
- iii. Carry out detailed study of the Survey maps of the Site, survey layout will be provided by the AUTHORITY and provide Master Layout Plan, designs of civil structure etc. and engineering drawings as per the topography and forest flora existing at site, local vegetation and cultural landscape in the park area, drainage pattern, spatial distribution of water supply lines, sewage lines, storm water drains, electric lines etc. Consultant to provide list of surveys required to design the Project.
- iv. Carry out detailed assessment of the surplus earth and rubble generated during construction.
- v. Carryout hydrological survey of the area for availability of water.
- vi. Preparation of Landscape Master Plan with convenient zoning depending up on the components of the Biodiversity Park and detailed layout plan including detailed components of each zone together with cost estimates for different components.
- vii. Architectural and structural Design drawings,
- viii. Maximum care is to be taken to employ naturally occurring materials for developing the components.
- ix. Prepare standard specifications for all works ensuring highest standards of quality.
- x. Finalization of planting regime including details of plant species for different zones.
- xi. Concept of special features like ponds, hillocks, mounds, pathways, small bridges, rock gardens, signages etc.
- xii. Detailed costing and rate analysis following the DSR rates wherever applicable. For items for which such standard Schedule of Rates are not available, estimates shall be prepared based on market rates.
- xiii. Develop a financial model including all assumption for capital expenditure, sources of finance, operation & maintenance costs and various possible revenue stream projections.
- xiv. Prepare a final project structure which will be capable of achieving sustainable operational and financial viability, thereby balancing the risks for the authority and viability for the private sector.

- xv. Preparation of Tender Document for procuring competent and experienced Agency for executing the work on PPP model.
- xvi. Arranging periodic visits during the execution period for quality assessment and course correction and for certifying satisfactory completion, if designed additionally by the Competent Authority and settled on mutually agreed terms and conditions.
- xvii. The consultant shall assist the Authority in the bid process for selection of private partner from the bidder and till the signing of the agreement with the private partner.

*11.2 The EOI Proposers can put forth and incorporate any innovative suggestions which suit the objective of the Project over and above the components described hitherto.*

## **12. Project Key Personnel**

- 12.1. The specification of duration of service required from the project personnel deployed by the Consultant for the assignment/services to the AUTHORITY is provided in **Table-2** of Annexure-I.
- 12.2. The specification of required minimum qualification, professional experience & eligible/similar experience of the project personnel is provided in **Table- 3** of Annexure-I.

### **12.3. Assignment specific qualifications and experience**

- A. Qualification and Experience of Project Personnel:
- B. Curriculum Vitae (CV) of the Project Personnel shall be submitted in **Form No. 4** given in Annexure-II. Regarding the evaluation of the CVs of each individual, it is the responsibility of the EOI proposer to produce sufficient documentary evidence of qualification, experience, specialization, etc. as may be required for proper evaluation thereof and assignment of relevant scores. In case of any missing documents, corresponding marks will be awarded based on the best judgement of the **Evaluation Committee**. Therefore, it is recommended that the EOI Proposers shall make themselves fully aware of the evaluation criteria and ensure to produce proper and sufficient supporting documents.

During the contract period the Consultant shall maintain its original proposal without any change, including the availability of the Key Personnel, the proposed rates and the total price.

### **12.4. Consultant's Technical Competence:**

References of Ongoing or completed Projects to demonstrate the EOI proposer's technical experience in eligible/similar assignments shall be furnished in **Form No.3** given in Annexure-II.

### **13. Payment Schedule**

13.1. The payment to the Consultant shall be made as shown below;

- *10% of the agreed amount of the fee on award of the work order and signing the agreement.*
- *20% of the agreed amount of the fee on submitting the draft DPR alongwith the Master Layout Plan, designs/drawings etc.*
- *30% of the agreed amount of the fee on submission of the Final DPR alongwith all documents/informations as detailed in para-11 above.*
- *20% of the agreed amount of the fee on Selection of private partner for execution of the project.*
- *20% of the agreed amount of the fee on signing of the agreement with the private partner.*
- *The term 'fee' means the total cost to be paid to the Consultant on finalization of this EOI proposal as per his responsibilities mentioned in Part-III above (Scope of services and Deliverables)*

12.2. Each stage payment is to be preceded by approval of the Competent AUTHORITY.

12.3. The State Govt. or any of its officer/staff shall not be responsible for providing any financial support except as per the payment schedule afore mentioned. Any other expenditure like travelling, staying, communication, boarding and lodging etc. for the consulting team stationed at the place of assignment shall be borne by the Consultant himself.

**PART IV**  
**TERMS & CONDITIONS OF SUBMITTING**  
**PROPOSALS**

**14. EMD and Tender processing fee**

14.1. A ***non-refundable*** tender processing fee of **Rs. 1000/-** in the form of a DD or Banker's Cheque issued in favour of D.F.O, Ranchi Forest Division, Ranchi shall be payable by the Tenderers at the time of submission of bid.

14.2. The Tenderer shall furnish the **earnest money** as mentioned in para-5 above.

**15. Technical Proposal**

***The tender should be submitted in one large envelope Inside that envelope there should one envelope for technical bid and another for Financial bid.***

**Envelope I: Technical bid:**

Consists of signed copy of agreement with all supporting documents as per Annexure- I, II, III and IV as follows:

1. Letter of Proposal in Form No.1.
2. Details of EOI Proposer's Operation including details of the team leader/ architect/horticulturist/engineer of the Firm and details of Staff and Consultants working with the Firm in Form No.2 and the details of the professional experience together with relevant documents.
3. Detail of experience of the EOI Proposer in executing Eligible/Similar Projects in Form No. 3 together with copies of work orders/ completion certificates.
4. Curriculum Vitae and Project specific experience of Project Personnel in Form No. 4 together with copies of certificates of educational qualification and experience certificate.
5. Income Tax returns for last three financial years.
6. GST registration certificate of the EOI Proposer and PAN Card of the firm/ Proprietor.
7. EMD alongwith the Tender Processing fee.

If an applicant fails to submit any document of the technical bid will be disqualified from the tender procedure at this stage itself. Envelope II will be opened only of those applicants who will clear technical bid.

## **Envelope II**

Consists of:

**1. Financial Bid as per Annexure VII- Financial Proposal form:**

**Refer Annexure III- Selection Criteria for evaluation.**

## **16. Other terms and conditions:**

- 16.1. The term 'AUTHORITY' used in this EOI document means Additional Principal Chief Conservator of Forests, Development, Jharkhand, Ranchi
- 16.2. Conditional Bids are not acceptable.
- 16.3. The AUTHORITY reserves the right to negotiate the bid price with the first ranked EOI proposer. Final call on the bid price shall be taken by the Evaluation Committee.
- 16.4. Mere issue of EOI document does not qualify the EOI proposer for selection.
- 16.5. The submission of EOI proposal implies that the proposer has read the contents of EOI document and the Letter of Proposal. Submission of a proposal shall imply that the Proposer has accepted all the terms and conditions mentioned in this EOI document and the terms and conditions of appointment as consultant.
- 16.6. Proposals of any proposer who does not accept the conditions contained in the EOI documents will be rejected. The EOI proposal shall be unconditional.
- 16.7. The AUTHORITY reserves the right to accept / reject any or all of the tenders and cancel the selection process at any stage without assigning any reason.
- 16.8. Power of Attorney authorizing the person to sign all the documents pertaining to this EOI proposal shall be submitted in **Technical Bid Cover** (Envelop-I). Only the authorized signatory should submit the EOI proposal.
- 16.9. The proposers have to familiarize themselves with the location of the Project for which the DPR is to be submitted and should have a clear idea of the plan of action (see para. 10 of this EOI Document).
- 16.10. **Agreement:** The successful proposer, immediately, on receipt of the proceedings order from DFO, Ranchi Forest Division, Ranchi concerned, should return a marked copy duly acknowledged as a token of acceptance and should execute an Agreement in Stamp. Before signing this agreement, he would deposit the security deposit.

If the successful proposer fails to execute the Agreement in time, then the Security Deposit shall be forfeited and the Contract cancelled. In

addition, it will also entail the penalties as deemed fit by the Forest, Environment and Climate Change Department of Jharkhand or the AUTHORITY and blacklisting the Consultant.

#### **16.11. Deadline for submission of the DPR**

The Consultant has to submit the final DPR within Nine months from the date of signing the agreement complying all the stages in the payment schedule.

**16.12. Penalty:** In case the successful tenderer fails to submit the DPR as per the agreement within the specified time without sufficient and reasonable reason in the opinion of the AUTHORITY, penal provision may be attracted (See para- 9 above). Contract period may be extended for a further period of one month charging penalty @ 1% of the total value of the contract. In case the contract is not completed during this extended period, the AUTHORITY shall terminate the contract and rearrange the work in a suitable mode at the risk and cost of the consultant. This will entail forfeiture of the security deposit. The cost of making alternative arrangement if any, will also be recovered from the tenderer.

**16.13.** No representation for enhancement of rate (accepted for execution of agreement) will be considered.

**16.14.** Any attempt on the part of the EOI propoer or his agents to influence the AUTHORITY in his favour by personal canvassing will disqualify the tenderer.

#### **17. Evaluation committee:**

The Evaluation Committee for evaluating the EOI proposals shall be the Procurement Committee as provided by the State Governenment vide departmental O/o No. 686 - 12 dt. 05-02-2016 under the chairmanship of Additional Principal Chief Conservator of Forests, Development, Jharkhand, Ranchi.

#### **18. Liquidated Damages:**

The AUTHORITY reserves the right to sue and recover from the Consultant for liquidated damages the extent of losses and expenses, if any, incurred by the AUTHORITY, apart from forfeiture of Security Deposit, on account of any wrong / illegal advice given by the Consultant or act done by him.

## **19. Dispute Settlement:**

Agreement on this assignment shall be governed by, construed and interpreted in accordance with the relevant Laws in India. Any dispute, difference or claim arising out of or in connection with or in relation with this Agreement which is not resolved amicably between the AUTHORITY and the Consultant shall be referred to a Committee consisting of the following :-

- (i) Additional Chief Secretary/Principal Secretary, Department of Forests, Environment & Climate Change, Government of Jharkhand.
- (ii) Principal Chief Conservator of the Forests, Jharkhand, Ranchi
- (iii) Principal Chief Conservator of Forests, Wildlife and Chief Wildlife Warden, Jharkhand, Ranchi
- (iv) Additional Principal Chief Conservator of Forests, Development, Jharkhand, Ranchi
- (v) Regional Chief Conservator of Forests, Ranchi Region, Ranchi

The Committee's decision shall be final and binding on the parties.

## **ANNEXURE-I**

**Table-1. Schedule of Selection Process**

| <b>S. No.</b> | <b>Important Dates</b>   | <b>Date</b>                 |
|---------------|--|-----------------------------|
| 1             | Tender Publication Date  | 01.10.2021                  |
| 2             | Last date for receipt of tender                                      | 28.10.2021 up to 12:00 Hrs. |
| 3             | Opening of Technical Bids and Presentation by short listed tenderers | 28.10.2021 at 01:00 PM      |
| 4             | Opening of Financial Bids  | 29.10.2021 at 11:30 AM      |

**Details of procuring entity & Submission of EOI Proposals : -**

**DFO, Ranchi Forest Division, Ranchi**

**Address**

**Block-F, Van Bhawan, Doranda  
Ranchi- 834002**

**Venue of Bid Opening : -**

**O/o Additional Principal Chief Conservator of Forests, Development, Jharkhand, Ranchi**

**Address**

**Block-A, Van Bhawan, Doranda  
Ranchi- 834002**

**Table-2. Service requirement period of Project Key Personnel (See Clause 10.1)**

| Sl. No | List of Project Personnel           | Position    | No. of Persons | Service Requirement     |
|--------|-------------------------------------|-------------|----------------|-------------------------|
|        |                                     |             |                | Total Period of Service |
| 1      | <i>Architect</i>                    | Team Leader | 1              | Nine months             |
| 2      | <i>Civil Engineer</i>               | Associate   | 1              | Nine months             |
| 3      | <i>Procurement-cum-legal expert</i> | Associate   | 1              | Nine months             |

**Table-3. Requirement of Qualification & Experience of Project Personnel**

| Sl.No. | Position of Project Personnel | Minimum Educational Qualification | Minimum Length of Professional Experience | Project Related Experience  |
|--------|-------------------------------|-----------------------------------|---|---|
| 1      | Architect                     | B.Arch.                           | 5 years                                   | Ongoing at least one eligible/similar project in the last five years.         |
| 2      | Civil Engineer                | Degree in Civil Engineering       | 5 years                                   | Ongoing at least one eligible/similar/related project in the last five years. |
| 3      | Procurement-cum-legal expert  | MBA/LLB or Equivalent             | 5 years                                   | Ongoing at least one eligible/similar/related project in the last five years. |

**Table-4 Salient features of the Presentation expected from the EOI Proposer**

|          |  |
|----------|--|
| <b>1</b> | <b>Approach to the Project</b>   |
| <b>2</b> | <b>Methodology of design and typical features in the Landscape- Write up in two A4 size sheets</b> |

Refer Annexure VI for Site Layout.

## **ANNEXURE-II (Bidding Forms)**

### **Form No.1: Letter of Proposal**

(To be submitted in the letter head of the tenderer)

To

The Divisional Forest Officer,  
Ranchi Forest Division, Ranchi  
Block - F, Van Bhawan, Doranda  
Ranchi-834002

Sir,

Having examined the EOI document, we the undersigned herewith submit our response to your EOI Notice No. 01/2021-22 for selection of Consultant for preparing and submitting Detailed Project Report (DPR) for development of the Biodiversity Park, Ranchi on the concept of Eco-tourism, adventurism and amusement as consultant.

1. We have read the provisions of the EOI document and confirm that these are acceptable to us.
2. We fully understand that additional conditions, variations, deviations, if any, found in our response to EOI shall not be given effect as decided by AUTHORITY.
3. We agree to abide by this proposal, consisting of this letter, the detailed response to the EOI and all other attachments, for the project period as per agreement from the closing date fixed for submission of proposal stipulated in the EOI document.
4. We hereby declare that we are not involved in any litigation with any Government in India and we are not under a declaration of ineligibility for corrupt or fraudulent Practices.

5. We hereby declare that we are not black listed by any authority in the country.
6. We hereby declare that all the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.
7. We fully understand that the AUTHORITY reserves the right to reject any or all of the proposals received in response to the EOI / Tenders and to cancel the selection process at any stage without assigning any reason thereof.
8. We understand that mere submission of bid does not guarantee that any of the applicants shall be awarded the project/assignment.
9. We hereby declare that our proposal submitted in response to this EOI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Yours faithfully,

Signature

Name:

(Applicant's name)

Title/Designation:

Date: (Office seal)

## **Form No.2 : Technical Proposal**

### **2.1. Details of Proposer's Operations**

**(To be given separately for each constituent of a Joint Venture or Consortium)**

| <b>Sl.N.</b> | <b>Information sought by the AUTHORITY</b>    | <b>Details to be given by tenderer</b> |
|--------------|---|--|
| 1            | <b><i>Contact details of the tenderer</i></b> |  |
| 1.1          | Name of the tenderer                          |  |
| 1.2          | Address                                       |  |
| 1.4          | Mobile No.                                    |  |
| 1.5          | Email   |  |
| 1.7          | Website details.                              |  |
| 2            | <b><i>Business information</i></b>            |  |
| 2.1          | Firm Registration Number                      |  |
| 2.2          | Council of Architecture<br>Registration no.   |  |

### **2.1.1. Details of Consultants of the Firm**

| Sl. No | Name | Designation |
|--------|------|-------------|
| 1      |      |             |
| 2      |      |             |
| 3      |      |             |
| 4      |      |             |
| 5      |      |             |
| 7      |      |             |

### **2.1.2 Details of team members working for the Project**

#### **2.1.2.1. Engineering and Architectural Staff**

| Sl. No | Name and address | Designation | Number of Years of Experience | Duration of Working with the Firm |
|--------|------------------|-------------|-------------------------------|-----------------------------------|
|        |                  |             |                               |                                   |
|        |                  |             |                               |                                   |
|        |                  |             |                               |                                   |
|        |                  |             |                               |                                   |
|        |                  |             |                               |                                   |
|        |                  |             |                               |                                   |

**2.2. Details of Experience of the Firm in Providing Consultancy Services since last 5 financial years.**

| <b>S. No.</b> | <b>Name and Address of the Client</b> | <b>Name of the Project</b> | <b>Status: Completed/ Ongoing with tentative date of completion</b> |
|---------------|---------------------------------------|----------------------------|---|
|               |                                       |                            |   |
|               |                                       |                            |   |
|               |                                       |                            |   |
|               |                                       |                            |   |
|               |                                       |                            |   |
|               |                                       |                            |   |

**Note: To substantiate the information given in 2.2 above, copies of Working order/completion certificates have to be submitted.**

**Form No. 3: Technical Proposal-Details of Experience of the EOI proposer in Similar Projects**

**(To be given separately for each Constituent of a Joint Venture or Consortium)**

**3.1. Name of the Firm**

**3.2. No. of Eligible Projects ongoing/executed during last five years**

- 1.
- 2.
- 3.
- 4.

**3.3. List of Eligible /Similar Assignments executed by the Firm in the last five years: (Copy of Working order /Completion Certificate from the Client is to be attached)**

**Declaration**

I, ..... the undersigned, hereby declare that the information given above are true to the best of my knowledge and belief.

Place

Date:

**Name, Designation & Signature of the Authorised Signatory of the Firm (Office Seal)**

**Form No. 4: Technical Proposal - Curriculum Vitae of Project Personnel****4.1. Architect-Team Leader****4.1.1. Name:****4.1.2. Nationality:****4.1.3. Educational qualification: From Graduation Level onwards**

| Name of Course | Name of Institution/ University | Year of Study | Subject/ Specialisation |
|----------------|---------------------------------|---------------|-------------------------|
|                |                                 |               |                         |

**Declaration**

I, ..... the undersigned, hereby declare that the above data truly describes myself, my qualifications and experience to the best of my knowledge and belief. I also solemnly affirm that I shall be available in person for the assignment as required of me.

Place:

**Signature of the Project Personnel**

Date:

**Name, Designation & Signature of the Authorised Signatory of the Firm (Office Seal)**

**Note: Copies of certificates to prove educational qualifications and experience are to be attached.**

## 4.2. Civil Engineer

### 4.2.1. Name:

### 4.2.2. Educational qualification: From Graduation Level onwards

| Name of Course | Name of Institution/ University | Year of Study | Subject/ Specialisation |
|----------------|---------------------------------|---------------|-------------------------|
|                |                                 |               |                         |

**Declaration**

I, ..... the undersigned, hereby declare that the above data truly describes myself, my qualifications and experience to the best of my knowledge and belief. I also solemnly affirm that I shall be available in person for the assignment as required of me.

Place

**Signature of the Project Personnel**

Date:

**Name, Designation & Signature of the Authorised Signatory of the Firm (Office Seal)**

**Note: Copies of certificates to prove educational qualifications and experience are to be attached.**

### **4.3. Procurement-cum-legal expert .**

#### **4.3.1. Name:**

#### **4.3.2. Educational qualification: From Graduation Level onwards**

| <b>Name of Course</b> | <b>Name of Institution/ University</b> | <b>Year of Study</b> | <b>Subject/ Specialisation</b> |
|-----------------------|--|----------------------|--------------------------------|
|                       |  |                      |                                |

## **Declaration**

I, .....the undersigned, hereby declare that the above data truly describes myself, my qualifications and experience to the best of my knowledge and belief. I also solemnly affirm that I shall be available in person for the assignment as required of me.

Place

**Signature of the Project Personnel**

Date:

**Name, Designation & Signature of the Authorised Signatory of the Firm (Office Seal)**

**Note: Copies of certificates to prove educational qualifications and experience are to be attached.**

### ANNEXURE III

#### **Selection Criteria: NORMS FOR EVALUATION OF TECHNICAL cum FINANCIAL PROPOSAL**

Evaluation criteria of the approach, design concept and presentation as below:-

| <b>Sl. No.</b>     | <b>Criteria</b>  | <b>Marks</b>     |
|--------------------|--|------------------|
| 1                  | Agency Profile, CV, work experience, Master planning and Zoning (Approach) | 25 Marks         |
| 2                  | Design concept planning (Methodology)                                      | 50 Marks         |
| 3                  | Presentation   | 25 Marks         |
| <b>Total Marks</b> |  | <b>100 Marks</b> |

The bidders/Firm Securing 60% and above marks in approach, design concept and presentation will qualify for opening of financial bid. Final score will be arrived at by adding Technical score and Financial Score with weightage of 80% and 20% respectively.

## **ANNEXURE IV**

### **Declaration**

Articles of agreement executed on this the ..... day of ..... two thousand and ..... between the ..... (here enter the designation of the officer who has invited the tender) (Hereinafter referred to as "the VENDOR") 'on the one part and Sri/M/s....., (here enter name and address of the tenderer) herein after referred as "The bounden" on the other part.

WHEREAS in response to the invitation for tenders contained in notification no ..... dated ..... inviting tenders, the bounden has submitted to the VENDOR a proposal for.....(name of work) subject to the terms and conditions contained in the said proposal.

WHEREAS the bounden has deposited earnest money with the VENDOR a sum of Rs ..... refundable on completion of an agreement undertaking the due fulfillment of the contract in case his proposal is accepted by the competent authority.

Now THESE PRESENT WITNESSES and it is hereby mutually agreed as follows:

1. In case the EOI proposal submitted by the bounden is accepted by the competent authority and the contract for.....(name of work) is awarded to the bounden, the bounden shall within ..... days of acceptance of this tender execute an agreement with the VENDOR incorporating all the terms and conditions under which the VENDOR accepts his EOI proposal.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the VENDOR shall have power to recover from the bounden any loss or damages caused to the VENDOR by such breach as maybe determined by the VENDOR; appropriating the security deposit given by the bounden and if the bid security is found to be inadequate, the deficit amount be recovered from the bounden and his properties movable and immovable also in the manner here in after contained.
3. All sums found due to the VENDOR under or by virtue of this agreement shall be recoverable from the bounden and his properties, movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and also in such other manner as the VENDOR may deem fit.

In witness whereof Sri .....

..... (here enter name and designation) for

and on behalf of the VENDOR and Sri have hereunto set their hands the day and

year shown, against their respective signatures. Signed on behalf of the VENDOR by

Sri

.....(date)

Signed on behalf of the tenderer by Sri

..... date)

## **ANNEXURE V**

*(Agreement to be executed by the successful tenderer in Stamp Paper for)*

Articles of agreement made the ..... day of ..... between  
the ..... acting for & on behalf of the Governor of Jharkhand (herein  
after called the "VENDOR") of the one part and M/s.....  
having its registered Office at .....  
..... (hereinafter called the  
consultant) jointly and severally of the other part for conducting and rendering consultancy  
services relating to development of Biodiversity Park, Lalkhatanga, Ranchi on the concept of  
Eco-tourism, amusement and adventurism at the agreed amount of Rs. ....  
(Rupees only)

And whereas the VENDOR has been pleased to accept the contract in respect of the work stated above  
in the copy of order attached:

And whereas the successful tenderer has as security for the satisfactory fulfilment of this  
contract, deposited the following security deposit :-

(i) Rs. .... in the form of .....(Give details).

Hereby mutually agreed as follows:

1. The Consultant shall undertake to carry out his responsibilities as mentioned in Part-III of the EOI Document.
2. No representation for enhancement of rates once accepted will be considered.
3. The details of the work are shown in the copy of order no..... dated ..... in file no ..... herewith attached, which shall be treated as a part of this agreement, as nearly as can be foreseen.
4. In case the consultant fails to complete the task awarded to him within the time provided for delivery of the same or in case he commits any breach of any of the covenants, stipulations and agreements herein contained, and on his part to be observed and performed, then and in any such case, it shall be lawful for the VENDOR (if it shall think fit to do so) by an order in writing to put an end to this contract, and in case the VENDOR shall have incurred, sustained or been put to any costs, loss, damages or expenses by reason on this contract having been so put an end to or in case any difference in price, compensation, loss, costs, damages, expenses or other money shall then or at any time during the continuance of this contract be payable by the consultant to the VENDOR under and by virtue of this contract, it shall be lawful for the VENDOR from and out of any moneys for the time being payable or owing to the consultant from the VENDOR under or by virtue of this consultant or otherwise to pay and reimburse to the VENDOR all such costs, loss, damages and expenses they may have sustained, incurred or been put to by reason of this contract having been so put an end to as aforesaid and also all such difference in price compensation, loss, costs, damage, expenses and other moneys as shall for the time being be payable by the successful tenderer aforesaid.
5. Every notice hereby required or authorized to be given may be either given to the consultant personally or left at his residence or last known place of abode or business, or may be handed over to his agent personally or may be addressed to the consultant by post at his usual or last known place of abode or business, and if so addressed and posted, shall be deemed to have been served on the consultant on the date on which in the ordinary course of post, a letter so addressed and posted would reach his place of abode or business.
6. All payments to the consultant will be made in due course as indicated in the EOI document. The VENDOR shall affect payment to the tenderer for the work as per the schedule of work execution agreement from the account of the VENDOR .

7. The consultant tenderer shall not assign or make over the contract or the benefits or burden thereof or any part thereof to any other person or persons or body corporate. The consultant shall not underlet or sublet to any person or persons or body corporate the execution of the contract or any part thereof without the consent, in writing, of the VENDOR. The VENDOR shall have absolute power to refuse any such request for consent and such consent (if given) at any time, if they are not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the VENDOR or the sub-successful tenderer, upon such rescission. Provided always that if such consent be given at any time, the consultant shall not be relieved from any obligation, duty or responsibility under this contract.
8. All expenses and damages caused to the VENDOR by any breach of all or any of the terms of this contract by the successful tenderer shall be paid by the consultant to the VENDOR and may be recovered from him.
9. The security deposit shall, subject to the conditions specified herein, be returned to the successful tenderer within three months after the successful completion of the contract, but in the event of any dispute arising between the VENDOR and the consultant, the VENDOR shall be entitled to deduct out of the deposit or the balance thereof, until such dispute is determined, the amount of such damages, costs, charges and expenses as may be claimed, the same may also be deducted from any other sum which may be due at anytime from the VENDOR to the consultant.
10. The consultant hereby declares that the DPR, Master Layout Plan, Cost Estimates etc. submitted to the VENDOR under this contract shall be of the best quality and workmanship and shall be strictly in accordance with the specifications and particulars contained /mentioned in the copy of the order and that notwithstanding the fact that the VENDOR may have inspected and found that the work is not in conformity with the required standards or not to conform to the description and quality stated in the order aforesaid (and the decision of the VENDOR in that behalf will be final and conclusive) the VENDOR will be entitled to reject the said DPR and connected documents or such portion thereof as may be discovered not to conform to said description and standards. The consultant shall if so called upon to do, rework on the DPR; or such portion thereof as is rejected by the VENDOR.

11. "The courts situated at the place where the headquarters of the VENDOR is situated viz, Ranchi alone will have jurisdiction to entertain civil suits pertaining to this contract."

In Witness whereof the parties here to have here in to set their hands on the day and year first above written.

Signed, sealed and delivered.

by.....

.....  
and on behalf of the VENDOR.

Signed sealed and delivered

by .....

(Successful Tenderer)

## **ANNEXURE VI**

Site Survey Enclosed:

## **ANNEXURE- VII : Financial Proposal**

**Tender Inviting AUTHORITY: Divisional Forest Officer, Ranchi Forest Division, Ranchi.**

**Name of Work: Consultancy for Development of Bio-diversity Park at Lalkhatanga, Ranchi on the concept of Eco-tourism, Amusement and Adventurism.**

**EOI Proposer's Name:.....**

### **Financial Bid**

| <b>S. No.</b> | <b>Description of Work</b>                                       | <b>Rate (Rs.) (In figure)<br/>(Inclusive of all taxes and GST)</b> | <b>Rate in words (Rs.)<br/>(Inclusive of all taxes and GST)</b> |
|---------------|--|--|---|
| <b>1.</b>     | Proposal “for hiring of Consultant for the work mentioned above. |  |   |

Date

Signature & Seal  
of the Proposer/Architect