

**Tender Document**  
**For**  
**DGPS/ETS SURVEY OF NOTIFIED FOREST OF**  
**JHARKHAND FOREST DIVISIONS**  
**&**  
**SUPPLY AND ERECTION OF STONE**  
**MONOLITHS.**

**Tender Notice No. 02/2018**



**Government of Jharkhand**

Deputy Conservator of Forests, Planning, Tribal Area, Ranchi

**Department Of Forests, Environment & Climate Change**

Block-C, Van Bhawan, Doranda, Ranchi

Tel:- 0651-2481161

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Website-<http://www.forest.jharkhand.gov.in>



Department Of Forests, Environment & Climate Change

## Government of Jharkhand

Notice Inviting Tender  
For carrying out

### Forest Boundary Survey By DGPS/ETS & Supply and Erection of stone Monoliths

**Tender Notice No. 02/2018**

Department of Forests, Environment & Climate Change, Government of Jharkhand intends to carry out **DGPS/ETS SURVEY OF NOTIFIED FOREST BLOCKS** in various forest divisions of the state of Jharkhand.

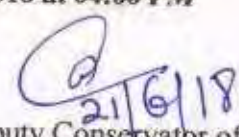
Therefore tenders are invited from the reputed agencies involved in such works. Interested agencies/organization may download the Tender document from the website [www.forest.jharkhand.gov.in](http://www.forest.jharkhand.gov.in) or may obtain the same from office of the Deputy Conservator of Forests, Planning, Tribal Area, Block-C, Van Bhawan Doranda, Ranchi-834002, Tel:-0651-2481161, during office hours on any working days from 26.06.2018 to 16.07.2018

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 fee of 1500/- (One Thousand Five Hundred rupees) in the form of DD. The tender should be accompanied with an Earnest Money Deposit of Rs. 2000000/- (Twenty Lakhs) only.

This tender document is not transferrable.

#### Schedule of Events

<b>Last date &amp; Closing Time for Submission of Bids</b>	<b>: 16.07.2018 at 03.00PM</b>
<b>Place for Submission of Bids</b>	<b>: Office of the DCF, Planning, (TA) Block -C, Van Bhawan, Doranda, Ranchi</b>
<b>Date &amp; Time for opening of Technical bid</b>	<b>: 17.07.2018 at 11.00AM</b>
<b>Date &amp; Time for opening of Financial Bid</b>	<b>: 17.07.2018 at 04:00 PM</b>

  
21/6/18  
Deputy Conservator of Forests,  
Planning, Tribal Area, Ranchi



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*P.C.C.F. Dev.*  
*Jharkhand, Ranchi*

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## Invitation of Tender For

Selection of suitable agency for carrying out Forest Boundary Survey by DGPS/ ETS & supply and erection of stone monoliths for control stations.

1. The Tender notice published in Newspapers vide Tender Notice No. – 02/2018 is a part of this Tender Document.

2. **Project Background**

The Jharkhand State Forests Department has decided to carry out DGPS or Total Station or combination of both survey of notified forest land and Digitization of forest boundary to bring it to the GIS platform. Preparation of Geo-referenced map of cadastral sheet and Geo-tagged photographs of each boundary pillar and reading of each boundary pillar in geographic co-ordinate system- WGS84 datum of the respective Universal Transverse Meridians Grid Zone. The DGPS/ETS survey work shall cover approximately 70000-80000 (Seventy thousand - Eighty thousand) forest boundary pillars across the various forest divisions of Jharkhand Forest Department during the financial year 2018-19. The number of boundary pillars of DGPS/ETS survey work may change in future.

For undertaking the above task of geo-referencing of cadastral map, satellite data and digitization of forest boundary pillars, Jharkhand Forest Department needs support services from agency/ organization/company, having experience in the area of **Land Survey/survey of the forest boundary by using DGPS/ETS Technology**. The present requirement is for the precise determination of geo-coordinate of each boundary pillar, boundary of the forest area and supply of Geo-reference of Cadastral map.

3. **Evaluation of Bids : -**

Received Technical and Financial bids will be evaluated separately in two stages. In Stage-I Technical bids of all the bidders will be evaluated on a given time & date as per schedule of events. The tenderer or his authorized representative may be present during this time if he so wishes. In Stage-II Financial Bids in likewise manner will be evaluated on the given date and time as per the schedule of events. The Financial Bids of only those bidders will be opened and considered who will be declared technically qualified during first stage evaluation.

### **Stage-I: Technical Bid**

A bidder would be declared he/she technically qualified for the consideration of financial bid (Financial evaluation) if provides the documents as listed in the check list as given at **Annexure-2**, meeting following criteria: -

- a) The Bidder/Agency should have Service Tax registration valid for the current financial year and should submit a copy of the registration along with copy of returns for 2017-18.
- b) The Bidder/Agency should have valid GST/State TIN Registration certificate and should submit a copy of registration along with copy of TIN returns for 2017-18.
- c) The Bidder/Agency should submit a copy of the PAN card.
- d) The Bidder/Agency shall submit copy of the Certificate of registration of the firm/society/company (if any), in the name of Bidder/Agency.
- e) The Bidder/Agency should have minimum **forty team** technical support for this purpose. Every team will consist of Professionally qualified Surveyors, DGPS/ETS operator and team leader. The information about the technical man power shall be furnished by the bidders in the Proforma prescribed in **Annexure-14**. These technical persons should be



on the payroll of the bidder. As a matter of proof, the bidder shall submit copies of EPF/Form-16 that can covered contribution towards EPF certified by EPF Directorate during 2017-18.

- f) The Bidder/Agency shall submit undertaking/self-declaration that the proprietor/partner/Director of the bidding agency has not been convicted or charge-sheeted by court of law and it has not been black listed as per the Performa as given at **Annexure-12**.
- g) The bidder should be a functional organization/firm/agency. To substantiate this claim, the bidder should submit the copy of balance sheet for last two financial years ending, duly certified by the Statutory Auditor with his stamp.
- h) The bidder should have affiliation/recognition from ISRO/NRSC/SRSCS/FSI/SOI any Govt. Department for undertaking DGPS Survey. For this propose the bidder should submit the relevant certificate obtained from the competent authority.
- i) **Experience Requirement-**  
Bidder should have cumulative experience of executing contracts of undertaking such DGPS survey with ETS Technology with any Govt. Organization / PSU for last 5 years as on bid calling date. The minimum experience of such survey works should be an area of 5000 Sq.km or 50,000 points on forest land whether a single work order or aggregate in case of multiple orders. The copy of order/orders and certificate indicating its successful execution should be enclosed in the Performa as given at **Annexure-13**. The bidder firm should have also completed such survey work in the due time and for this propose the details shall also be provided as per **Annexure-16**.
- j) The bidding firm should submit the bid as per the covering letter as per the Performa as given at **Annexure-1**.
- k) The bidding firm should submit the declaration as per the Performa as given at **Annexure-3 & 6**.
- l) The bidding firm should submit the information about the bidding firm as per the Performa as given at **Annexure-5**.
- m) The person who signs the bid document should be an authorized person and for this propose the authorization letter should be submitted as per **Annexure-7**.
- n) The bidding firm should have submit atleast an average turnover of 10 Crore INR in last 3 (three) Financial Year as per the Performa as given at **Annexure-8**.
- o) The bidding firm should submit the net worth as per the Performa as given at **Annexure-9**.
- p) The bidding firm should submit the profile of the completed projects as per the Performa as given at **Annexure-10**.
- q) The bidding firm should submit its profile as per the Performa as given at **Annexure-11**.
- r) The company must have atleast 50 Nos. of DGPS device among which 25 dual frequency device should be there. (Proof: Purchase Bill/Invoice to be attached).
- s) The bidder firm should have ISO 9001 certification, and copy of same should also be submitted.
- t) The bidding firm may submit any literature or leaflet/papers with regard to the work as executed by them, if any.



## Stage-II: Financial Evaluation

- (i) Forest Department will evaluate the financial bids received from the technically qualified bidders. During evaluation of financial bids, Forest Department may at its discretion, ask the bidders for clarification of their bids. The bidder should submit the financial bid in Performa as per **Annexure-4**.
- (ii) **Evaluation Method of Financial Bids:** Technical bids of all the bidders will be examined first. Financial bids of only technically qualified bidders will be evaluated. The Technical bid of all the bidders and financial bid of qualified bidders as per technical criteria will be opened as per the details regarding date and time mentioned in the **tender Notice No 02/2018**.
- (iii) PCCF (HoFF) has the Authority to extend the lowest tender rate for another one year.
- (iv) In case qualified Tenderer having lowest rate (L1) fails to satisfactorily execute agreement with concerned Divisional Forest Officer / fails to execute work in given time. PCCF (HoFF) has the final Authority to award the same work to second bidder at the lowest approved rate, subject to his willingness.
- (v) **PCCF (Development) has the Authority to terminate the contract in following condition:-**
- Termination for default-** Fails to complete the work(s) or items of work with individual dates of completion, on or before the date(s) so determined, and does not complete them within the period specified.
  - Termination for insolvency:-** At any time terminate the Contract by giving written notice to the Agency if he becomes bankrupt or otherwise insolvent. In the event, termination will be without compensation to the Agency, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Client.
  - Termination on Death :** - Without prejudice to any of the right or remedies under this contract if the individual contractor dies, terminating the contract without compensation to the contractor.
  - Termination for fraudulent Practice:-** If the Agency, engaged in corrupt or fraudulent practices in competing for or in the executing the contract. Corrupt practice means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public officials in the procurement process or in contract processes. Fraudulent practice means a misrepresentation of fact in order to influence a procurement process or the execution of a contract to the detriment of the borrower and includes collusive practice amount tenderers designed to establish tender prices at artificial non-competitive levels and to deprive the borrowers of the benefits of free and open competition.

## 4. Particulars of Tender Notice

Interested bidders may quote their offers as per details mentioned below:

1	Name of Work	DGPS/ETS survey of forest boundary with reference to the Ground control points (GCP), existing GCP of SOI, Govt. of India tri-junction points(Tihada) using dual frequency DGPS devices supply and erection of stone monoliths at control points only.
2	Tentative Quantity	Identification & demarcation of forest boundary pillars by DGPS Survey and documentation of forest records including clear marking of approximately 70000-80000 (Seventy thousand - Eighty thousand) forest boundary pillars and preparation of Geo-referenced maps in various forest divisions of the state of Jharkhand.



3	Earnest money	The bidder shall submit the earnest money in the form of bank guarantee for twelve month of Rs. 2000000 (Rs. Twenty lakhs) only Issued by any Indian Nationalised Bank/Scheduled Bank.
4	Time of Completion	Five months from the date of issue of work order.
5	Validity of offer for acceptance	Six months from the last date of submission of Bid.
6	Date of commencement and time of Issue of Tender documents	From 26.06.2018 to 16.07.2018 during office hours on working days.
7	Last date & time of submission of bids.	16.07.2018 up to 3:00 PM.
8	Date & time of opening Technical bids	17.07.2018 at 11:00 AM.
9	Date & time of opening Financial bids	17.07.2018. at 4:00 PM
10	Place of issue and submission of Tender communication.	Office of the DCF Planning (TA), Block-C, Room No. 105, Van Bhawan Doranda, Ranchi-834002. Ph. No. 0651-2481161 e-mail ID-dcfplanningtribal@jharkhandmail.gov.in

## 5. **Instructions to Bidder/Agency**

The Department of Forests, Environment & Climate Change, Government of Jharkhand invites bids from interested and eligible agencies/firms/organizations/company for the aforesaid work as per terms & conditions mentioned in the tender document. This is an invitation for submission of bids to provide comprehensive services as listed in the scope of the work of this document but not restricted to those mentioned here, related to requirement.

### 5.1 Tender Document

This Tender document comprises of total **37 pages**. In addition, any other documents/instructions/amendments/revisions issued by Department of Forests, Environment & Climate Change, Government of Jharkhand to the bidder till the due date of opening of the bids shall also be deemed to be integral part of the Tender document. Failure to furnish all the information as per the Tender document in every respect will be at the bidder's risk.

### 5.2 Cost of Tender Document.

The agency shall submit the Tender Document with fee of Rs.1,500/- (Rupees One Thousand Five Hundred) only in the form of demand draft **in favor of Deputy Conservator of Forests, Planning, Tribal Area, Ranchi** Jharkhand, Ranchi.

5.3 Technical Bid and Financial Bid should be submitted in Separate sealed envelope with clear typing of "Technical Bid & Financial Bid" along with Tender name and Notice number on the sealed envelopes respectively and thus sealed envelopes should be kept in another sealed cover with Tender name and Notice number written on the sealed cover.

5.4 This Tender document is not transferable. Tender Notice No. 02/2018

5.5 Consortium bids are not allowed.

5.6 The bids are required to be submitted on the agencies letter head with due signature at every page.

5.7 The agency should submit documentary proof of the criteria in their tender document as indicated in the Check List as given at **Annexure-2**.

5.8 Department of Forest, Environment & Climate Change, Government of Jharkhand reserves the right to accept or reject any or all bids without assigning any reason thereof. It also reserves right to seek further information/details from the bidder (s).



- 5.9 Please note that this is a tender and selection will be done after technical evaluation and financial evaluation. Financial bids will only be opened of the bidders who fulfill the technical qualifications.
- 5.10 Agencies/Firms/Organizations if found to have indulged in any corrupt or fraudulent practices their bids will not be taken up for consideration.
- 5.11 Department of Forest, Environment & Climate Change, Government of Jharkhand may call any or all the agencies/bidders subject to satisfying technical criteria to make a presentation on their strength and capabilities, past experience on similar type projects and their proposed view on the project.
- 5.12 The agency/bidder shall be responsible for all the costs associated with the preparation of the bids. The Department of Forest, Environment & Climate Change, Government of Jharkhand shall not be responsible in any way for such costs, regardless of the conduct or outcome of this process.
- 5.13 Mere submission of bids does not entitle the agencies/bidders to meet technical criteria. Department of Forest, Environment & Climate Change, Government of Jharkhand reserves the right to vet and verify any or all information submitted by the agency/bidder.
- 5.14 Department of Forest, Environment & Climate Change, Government of Jharkhand reserves the right to change, modify, add or alter the Tender document/bidding process.
- 5.15 No exclusivity rights will be provided nor should be assumed by the agency/bidder at any stage.
- 5.16 Sealed bids prepared in accordance with the procedures enumerated in Tender Notice document should be submitted to Deputy Conservator Forests, Planning Tribal Area, Block-C, Van Bhawan, Doranda, Ranchi, Jharkhand not later than the date and time laid down, at the address given in the Schedule of Events as mentioned above.
- 5.17 The detailed schedule of events is as per this document. Department of Forest, Environment & Climate Change, Government of Jharkhand shall not be responsible for non-receipt /non-delivery of the bid/bids due to any reason whatsoever.
- 5.18 The agencies/organization quoting abnormally low/high price may be rejected from consideration during the financial bid analysis.
- 5.19 The agency should submit the bids in two envelopes, (i) the Technical Bid & (ii) Financial Bid. Technical Bids should be sealed in an envelope super scribed or typed "Technical Bid" and "Financial Bid" should be sealed in another envelope super scribed/typed "Financial Bid". Both these envelopes should contain address of the contact persons of the bidder firm and should be addressed to Deputy Conservator Forests, Planning Tribal Area, Block-C, Van Bhawan, Doranda, Ranchi, Jharkhand.

Both these envelopes should be sealed in third envelope. The third sealed envelope should be super scribed (i) Bids for DGPS/ETS survey of Forest boundary Pillar (ii) Name and address of the contact persons of the bidding agency should be written on the envelope and it should be addressed to Deputy Conservator Forests, Planning Tribal Area, Block-C, Van Bhawan, Doranda, Ranchi, Jharkhand 834002.

## **6. Earnest Money**

- 6.1 Bidders shall submit earnest money with technical bid in the form of Bank Guarantee of requisite value as mentioned in "Particulars of Tender Notice" as at point no. 4 above. The Bank Guarantee shall be made in favor of **"Deputy Conservator Forests, Planning Tribal Area, Ranchi"** payable at Ranchi from any Indian Nationalized bank/Scheduled bank.
- 6.2 The bank guarantee shall remain valid for 12 months.
- 6.3 The earnest money shall be returned to all unsuccessful bidders, within thirty days from the date of completion of tender process.



7 **The earnest money shall be forfeited if**

- 7.1 Any bidder withdraws his bid from his bid during the validity period.
- 7.2 The successful bidder fails to furnish his acceptance of the order within fifteen days of placement of work order.
- 7.3 The bidder fails to successfully complete the work within the stipulated time frame. Delay in completion due to extreme and unavoidable situations shall have to get approved by Department of Forest, Environment & Climate change, Government of Jharkhand. This approval shall also have a cut-off date by which the entire work shall have to be completed.

8 **Security Deposit**

- i. Before award of the work, finally selected agency for a particular piece of job, the agency would be required to deposit a security deposit of an amount equal to 5% of total amount payable by the department to the agency after successful completion of the Job.
- ii. This security deposit may be given either in the shape of a Bank Draft or bank guarantee issued by a nationalized or scheduled bank in favor of the Divisional Forest Officer of the work giving division and it must be payable at town/city of this Forest Division. The bank draft or the bank guarantee will be deposited in of that Forest Division. The EMD deposited by the successful bidder will be refunded to him after deposition of all such security deposits in the concerned all work giving forest division.
- iii. The security deposit will be refunded after successful completion of the assigned job and verification by third party.
- iv. However, if the work is left unfinished or not done to the satisfaction of the department within the stipulated time, to be mentioned in the work order and in the event of its non-extension, the security deposit would be forfeited.

9. **Submission of Bids**

- 9.1 Bidders are advised to submit their bids strictly based on the specifications, terms and conditions contained in the tender document and subsequent revisions/amendments, if any. The bids should be submitted along with covering letter as given at **Annexure-1**.
- 9.2 The bids shall be prepared and submitted by typing or printing in English on white paper in consecutively numbered pages duly signed by the authorized signatory with agency/firm/organization/company seal affixed on each page. Any part of the bids, which is not specifically signed by the authorized signatory and not affixed with Agency/firm/organization/company seal, shall not be considered for the purpose of evaluation. The bidder shall also enclose the information about bidding firm as per **Annexure-5**.
- 9.3 Original copy of tender document, amendments/revisions to tender document including minutes of meeting(s), issued by the Forest Department, if any, shall be signed and submitted along with the bids.
- 9.4 All the Performa must be on the bidder's official letterhead (if specified). Any change in wording of the Performa will not be allowed. The bidder shall submit a declaration as given at **Annexure-6**.
- 9.5 The bids shall contain no erasers or overwriting except as necessary to correct errors made by bidder. The person signing the proposal shall initial such corrections.
- 9.6 Complete bid document including all enclosures should be submitted in hard bond or spiral binding and all pages should be numbered (except leaflet/catalogue) and must be signed by the company's authorized signatory with seal of the company/firm/organization.
- 9.7 The bidders should submit the bids in two envelopes, The Technical bid and financial bid should be sealed in separate envelopes and both these envelopes should be sealed in a



third envelope.

- 9.8 The agency should submit the bids in two envelopes, (i) Technical Bid and (ii) Financial Bid. Technical Bid should be sealed in an envelope super scribed or typed "Technical Bid" and Financial Bid should be sealed in another envelope super scribed/typed "Financial Bid". Both these envelopes should contain address of the contact persons of the bidder firm and should be addressed to Deputy Conservator Forests, Planning Tribal Area, Block-C, Van Bhawan, Doranda, Ranchi, Jharkhand.

Both the above (**Technical and Financial Bids envelopes**) bids document should be sealed in a third envelope. The third envelope should be sealed and super scribed (i) Bids for DGPS/ETS survey of Forest boundary Pillars (ii) Name and address of the contact persons of the bidding agency should be written on the envelope and it should be addressed to Deputy Conservator Forests, Planning Tribal Area, Block-C, Van Bhawan, Doranda, Ranchi, Jharkhand.

- 9.9 Technical Bid should not contain price of any item or activity. Such cases, even if found anywhere, shall not be given any consideration.
- 9.10 In case of any contradictions between figures and words, the words shall be considered final.
- 9.11 The price bids should not contain any technical matter or other matter except price. After opening of Technical bids financial bids of technically qualified agency/firms/organizations/companies will be opened on date and time as per the schedule of events.
- 9.12 RCCF/CCF will decide the range and division where survey will be carried out.

## **10 Authority of Person Signing the Documents**

A person signing the bid document or any document forming part of the bid document shall be deemed to warrant that he has authority to sign such document and if on enquiry it appears that the person signing the document had no authority to do so, Department of Forest, Environment & Climate Change, Government of Jharkhand may, without prejudice to other civil and criminal remedies, cancel the bid and hold the signatory liable for all costs and damages. For this purpose Power of Attorney in the Performa as prescribed at Annexure-9 shall be submitted.

## **11 No Claim or Compensation for Submission of bid**

The bidder whose agency is not selected shall not be entitled to claim any costs, charges or expenses in connection with his submission of bid, even though Department of Forest, Environment & Climate Change Government of Jharkhand may decide to withdraw the Notice Inviting tender.

## **12 Validity of Bids**

Unless otherwise specified, the bidder shall keep his bids valid initially for a period of Six months from the last date of submission of the bid.

## **13 Other Terms & Conditions**

- 13.01 Insertion, post-script, addition and alteration shall not be recognized unless confirmed by bidder's signature and stamp.
- 13.02 Incomplete bids not submitted as per requirement are likely to be rejected.
- 13.03 Bidders shall submit their bids strictly as per terms and conditions of the tender document without any deviation.
- 13.04 If at any point of time any of the documents/information submitted by the bidder is found to be incorrect, false or untruthful, the bid and/or the resultant order may be summarily rejected/ cancelled at the risk of the bidder.
- 13.05 Failure to furnish all information and documentary evidence as stipulated in the bid document or submission of a bid that is not substantially responsive to the bid document



in all respects shall be summarily rejected.

- 13.06 All bids will be received in duly sealed cover within the due date and time. Bid received after the due date and time is liable for outright rejection.
- 13.07 Department of Forest, Environment & Climate Change, Government of Jharkhand reserves the right to reject part or whole of the bid/order without assigning any reason thereof, postpone the date of receipt and opening of the bids or cancel the bid without bearing any liability, whatsoever, consequent upon such decision.
- 13.08 No postal transaction shall be entertained for obtaining Tender Notice document.
- 13.09 Issuance of Tender document shall not construe that the bidders would be automatically considered qualified.

## **General Terms & Conditions**

### **1. Introduction**

The instruction/information contained in the Tender Notice documents are for guidance and compliance of the intending bidder. Bidders are advised to obtain clarification from Deputy Conservator Forests, Planning Tribal Area, Block-C, Van Bhawan, Doranda, Ranchi, Jharkhand, if any, prior to submission of their bid, failing which it will be deemed that the stipulation made in the Tender documents have been read, understood and are acceptable to the Bidder/Agency.

Bidder shall bear all costs associated with the preparation and submission of the bid, journeys undertaken by them and subsequent bidding process till the empanelment of suitable bidder and the Department of Forest, Environment & Climate Change Government of Jharkhand in no case shall be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

### **2. Scope of work**

- a) The Scope of work includes identification & demarcation of forest boundaries by DGPS/ ETS Survey wherever necessary and documentation of forest records including clear marking of forest boundary and preparation of Geo-referenced maps for 70000-80000 (Seventy thousand - Eighty thousand) forest boundary pillars under various forest Divisions of the state of Jharkhand.
- b) The agency will prepare and supply Geo-reference maps scale 1:50000 along with report consisting of all the readings and photographs at each boundary pillar as evidence for notified forest land in GIS usable format in geographic coordinate system-WGS84 datum of the respective zone.
- c) Submission of RAW (for Rover and Base) as well as post processed/real time differentially corrected (for Rover) DGPS readings (along with source file, all errors charts and 1.Base line Reports/Triangulation Reports 2. Network Reports 3. Loop Closure Reports etc.) at each Boundary Pillar along the periphery of the notified forest land, in RINEX and native format (8 Decimal places in degrees for latitude and longitude including height above MSL and HAE in cm) with area and perimeter. The Bidders should submit processing report output in soft copy weekly.
- d) The survey shall be performed using DGPS in real time or post processed mode. However the survey shall be performed using ETS in GPS shadow areas and Cadastral map should be geo-referenced using GCPs collected dual frequency DGPS receivers.
- e) Moreover the Geo-reference maps should be superimposed on satellite imagery and it is the responsibility of surveying agency to procure the satellite imagery from NRSC, Hyderabad.
- f) Field training about the procedure of the DGPS survey will be imparted to the field staff & officers of the concern forest divisions.



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- g) Scanning of all documents including Gazette notification of Forest land, Cadastral map, etc.
  - h) Supply and erection of RCC monuments of size 1.5m X 23cm X 23cm at each control point.
  - i) The agencies is expected to perform following activities:
    - (i) The precise geo-coordinate of the boundary pillars in the forest area.
    - (ii) To make a close survey of all the boundary pillars and also survey and making of the missing boundary pillars of the forest area using dual frequency DGPS in RTK mode / ETS from the temporary GCP and also the offsets like prominent rivers and any other natural feature may be marked.
    - (iii) To prepare and supply of Geo data in .shp and .kml format.
  - j) One set of hard copy of maps and readings of each location in MS Excel (latitude and longitude in WGS84 datum and height above MS land HAE in cm) certified by the respective surveyor/ Amin, Forest guard, Forest Beat Officer, Forest Range Officer ACF and DFO should be submitted.
  - k) At place of missing boundary pillar a pit of size 2'X2'X2' should be digged and 10 cm layer of charcoal be placed in the pit at the bottom. The Charcoal layer will be followed by 10 cm layer of lime. Then a coloured (half green and half red) in paint wooden post of hardwood not less than 10 cm diameter and 5 feet height be firmly fixed vertically straight in the pit in such a manner that 3 feet of it is kept above the ground surface. The post will be numbered with the no. of Boundary pillar and DGPS readings will be taken by the forest personnel. Photographs of the post along with detail surrounding will be taken. In case temporary boundary pillar is found at the point of DGPS survey point then the GPS Co-ordinate should be written on the boundary pillar.
  - l) The Agency will provide laminated **geo-referenced maps** of the villages showing important landmarks apart from the forest boundary pillar locations. The map shall also be overlaid with the latitude-longitude grid of proper intervals. In the margin a table showing the geo-coordinates of all forest pillar locations identified on the respective map should be included
  - m) Every week, the agency will submit **photographs** from four directions with geo-coordinates inscribed on them of each respective pillar location identified showing the identification rod installed as prescribed and one personnel each of the agency and the Forest Dept. The Forest Dept. personnel should be in proper uniform.
  - n) The bidder should procure geo-referenced point from FSI/SOI in certified copy and should submit to PCCF Development.
  - o) After survey of the points of a particular PF the area of the PF should be calculated so that the area can be compared with the records available in the Divisional Forest Officer.

To maintain the accuracy of measurements using DGPS/ETS as follows:

## 2.1 **DGPS Survey:**

- i. The Survey shall be carried **along the boundaries which are invariably shown by the concerned local forest staff** and conforming to the notifications, cadastral maps or other documents relating to location and extent of the land.
- ii. **DGPS readings at each station along the periphery** shall be taken by a Rover with a **minimum observation period of 20 minutes. Differentially correct** the DGPS Rover data with base station / control point data, if real-time DGPS is not used. In addition to DGPS readings, at each location simultaneously Handheld GPS readings must also be



- taken for comparison, with the same observation period of 20 minutes.
- iii. **Establishment of Base stations (Control Points):**
- **Base Stations to be fixed by Multi/Dual frequency DGPS receivers with SOI Control Point as reference** (to be supplied by SFD).
  - The minimum **observation time** for base station shall be **12 hours** from nearest SOI control point.
  - Required number of Primary Control Points shall be established in such a way that the **distance** between the DGPS base station and P.C.P shall be **less than 30 km** (for dual frequency DGPS Rovers) and the distance between primary control point and rover shall be less than 5 Km.
  - The panoramic view surrounding the Base Station as well as antenna location showing the terrain in near proximity should be digitally photographed (should be taken in three or four different directions) and documented.
- iv. **Rovers shall be of Dual/Multiple frequency DGPS receivers within a radius of 30 km from the base station.** In case **Single frequency DGPS receivers** are used they should be used **within 5 km radius** of fixed base station. Readings of boundary pillars shall be taken with a minimum observation period of 20 minutes to differentially correct the DGPS Rover data with base station / control point data.
01. In case **real-time DGPS** rovers are used, the Dual Frequency DGPS with **OMNISTAR XP/HP connection** shall be used alone and reading taken when **accuracy is within 25 cm.**
- v. The height above MSL shall also be recorded for location and must be linked to HAE with GST (grater triangulation survey).

## 2.2 Total Station Survey

- a. **Follow the procedure** detailed in Para 2.1. Each Boundary Pillar must be fixed from at least 2 known locations.
- b. **Geo-reference the data** using GCPs. (GCPs shall be collected using dual frequency DGPS receivers in real-time/ post processed mode as per procedure detailed in 2.1.
- c. The accuracy desired is 5 mm/km, and angles to  $1^{\circ}/3600^{\circ}$ . **The distance between the Total Station and the target shall not be more than 500m.**

## 2.3 Conditions to be observed for Survey

- i. The survey shall be conducted with similar instruments as far as possible.
- ii. DGPS instruments used for survey must be set-in to **Geographic Coordinate System – WGS84 Datum.**
- iii. **Raw (for Rover and Base)** as well as post-processed/ real-time differentially corrected DGPS readings (for Rover) for location; and the Handheld GPS readings along with original source file for each Survey Station shall be submitted every week or as soon as the work is completed, whichever is earlier, to the Geomatics Centre (In case real-time DGPS is used, the RAW and the differentially corrected readings in real-time for each Survey Station along with error profile and charts must be submitted).
- iv. For each area a unique ID shall be given. All the features shall be recorded in this ID. All the features will be extracted from this data.



- v. The **attributes** shall be collected as specified by Department of Forest, Environment & Climate Change, Jharkhand shall be linked to the corresponding features.

### Accuracy level (DGPS)

- A. RTK (Real Time Kinematic)**  
 Horizontal - 10mm+ 1 ppm or better  
 Vertical - 15mm+ 1 ppm or better
- B. Kinematic**  
 Horizontal - 10mm+ 1 ppm or better  
 Vertical - 15mm+ 1 ppm or better
- C. Static**  
 Horizontal - 3mm + 0.5 ppm  
 Vertical - 5mm + 0.5 ppm  
 Initialization time typically <10 seconds  
 Initialization reliability typically >99.9%

### Accuracy level (ETS)

- Angular Accuracy - 2" or better  
 Least Count - 0.5" or better  
 Distance Accuracy with Prism - 1.5mm +/-2 ppm or better  
 Prism, high-precision DR Standard EDM  
 Standard measurement .....  $\pm(1 \text{ mm} + 1 \text{ ppm})$  (0.0033 ft + 1 ppm)  
 Fast Standard .....  $\pm(3 \text{ mm} + 2 \text{ ppm})$  (0.01 ft + 2 ppm)  
 Tracking .....  $\pm(5 \text{ mm} + 2 \text{ ppm})$  (0.016 ft + 2 ppm)

### To deliver the output in the following formats

- The co-ordinate list (excel format) should be supplied both for geodetic system (Lat/Long up to 5 decimal of the second) and Projected System – Universal Traverse Mercator, i.e., the UTM projection (northing/easting/height up to 5 decimals) of the respective zone.
- Forest Boundary Pillar survey point coordinate in a GIS format (.shp file).
- Surveyed Forest boundary in GIS format (.shp file)
- The agency should submit a field drawing of the survey pillar along with field photographs from 4 directions (E,N,S & W)
- Geo-reference cadastral map in .shp file.

### Note:

The Geo Co-ordinate list and other attributes of all the boundary pillars along with GTS points shall be submitted to concerned DFO in the state of Jharkhand and cannot be used by the agency for any other purpose for which the agency has to submit a declaration. The locations and IDs of all the control points of surveyed forest boundary should be submitted by the agency.

### Tender documents

Tender Notice documents shall comprise of all the documents mentioned in the table of contents of this document. In addition to these any other documents/ amendments/revisions or instructions issued by Department of Forest, Environment & Climate Change Government of Jharkhand from time to time to bidders till due date of opening of the bids, shall also be deemed to be integral part of the tender document.



3. **Price**

The price bid will be submitted as per the **Annexure 4** of the tender document.

The bidder shall quote his price as per schedule of items of work. The contract price rates shall be firm and shall not be subject to any variation except for statutory variation of taxes and duties during the contractual completion period. The price shall be inclusive of all taxes, duties and levies including GST etc. as on the opening date of price bid.

4. **Completeness of Bids**

All activities including safety and protection devices as required shall be deemed to have been included in the bids, whether such items are specifically mentioned in the Tender notice document or not.

5. **Compliance with regulations**

The bidder shall comply with all applicable laws or ordinances, codes, approved standards, rules and regulations and shall procure all necessary and/or other statutory bodies and government permits & licenses etc. at his own cost. The agency/organization/firm/company shall leave the Department of Forest, Environment & Climate Change Government of Jharkhand harmless as a result of any infractions thereof.

6. **Agreement**

The selected agencies/firms/organizations/companies shall have to enter into an agreement in the office of the DFO in whose jurisdiction the DGPS Survey work will be conducted in prescribed format within 15 days of award of tender. The concerned DFO will give work order within 07 days of agreement and the concerned agency should start the work within the 15 days of issue of work order.

7. **Income Tax**

Without prejudice to the obligations of the bidders under law, any income tax which Department of Forest, Environment & Climate Change Government of Jharkhand may be required to deduct by law/statute, shall be deducted at source and shall be paid to income tax authorities on account of the bidders. Department of Forest, Environment & Climate Change Government of Jharkhand shall provide a certificate to the agency for such deductions of tax.

8. **Force Majeure conditions**

In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under this agreement, relative obligation of the party affected by such force majeure shall be treated as suspended during which force majeure condition last.

The term force majeure shall have herein mean riots (other than among the bidders employee), civil commotion, war (whether declared or not), invasion, act of foreign enemies hostilities, rebellion, insurrection, military coup to usurp power, naxalites activities, act of God such as earthquake, lightening, floods, fires not caused by bidders negligence and other cause which the bidders has no control and accepted as such by the Department of Forest, Environment & Climate Change Government of Jharkhand whose decision shall be final and binding.

9. **Jurisdiction of the Court**

All disputes would be settled within Ranchi jurisdiction of court of law only.



## 10. Payment

- i. No advance would be given
- ii. Payment would be made by the Divisional Forest Officer of the work-order issuing division.
- iii. Payment would be made in four installments, mentioned below :-
  - a) On successful completion of 25% Job, 15% of the total payment will be released.
  - b) On successful completion of next 25% Job, 30% of the total payment will be released.
  - c) On successful completion of the next 25% work, 50% of the total payment would be released.
  - d) And on successful completion of the rest job and submission of report to the satisfaction of the Divisional Forest Officer of the division remaining payment would be released.

## 11. Verification of Surveyed Data

Verification of Ground/Post-Processed Data will be in two parts:

1. Verification in the field at DGPS location during field observation by Forest Officials.
2. Third Party verification after completion of job.

## 12. Deliverables

- a) PF/RF- wise survey report
- b) One set of soft copy of notified Forest Maps, with area, perimeter and attributes.
  - In e00 format in Geographic Coordinate System- WGS84 datum and Universal Transverse Mercator Projection of respective zone.
  - Forest (PF/RF) wise RAW and differentially corrected DGPS readings in RINEX and native format (8 decimal places in degrees for latitude and longitude including height above MSL and HAE in cm)
  - For Total stations, unregistered & geo-referenced maps along with GCPs (RAW & differentially Corrected DGPS readings in above format)
- c) One set of hard copy of maps and readings of each location in MS excel (latitude and longitude in WGS 84 datum and height above MSL and HAE in cm) certified by the respective surveyor/Amin, Forest Guard, Forest Beat Officer, Forest Range Officer, ACF and DFO.
- d) Following additional fields also needed of each forest pillars to include in the (.shp)shape file;
  1. GCP\_ID
  2. Code (unique-id of Pillar)
  3. Sub\_Class (either GCP or PCP)
  4. X(Value of X-coordinate)
  5. Y(Value of Y-coordinate)
  6. Z(Value of Z-coordinate)
  7. Description (Land mark for reference of Pillar)
  8. Monument (Constructed or not)
  9. Sketch/Ground Photo (Sketch or photograph of the pillar)



## Sequence of Preparation of Report and Maps

P.C.E.F. Dev.  
Jharkhand, Ranchi

- i) Inception Report: indicating the method and work schedule shall be submitted within 2 weeks of entering into agreement. Before submission, the consultant shall hold extensive discussion with the respective RCCFs/CCFs/CFs/DFOs to decide on the method, work schedule, details of attribute data needed and constitution of support teams from concerned forest division/Jharkhand Forest Department. The Agency/ Firm shall make a presentation on the method, work plan and mile stone schedule.
- ii) Draft Report along with surveyed & geo-referenced maps of Protected forest or reserve forest(hard copy and soft copy) containing all information as mentioned in scope of work and Deliverables should be submitted. (The maps in 1:1000 scale, subject to maximum AO size, shall be certified by the respective Amin/Surveyor, FBO, FRO, ACF and DFO). The report along with certified maps shall be delivered to the respective RCCFs/CCFs/CFs of Circle or region.
- iii) Final report duly incorporating the comments of the respective RCCFs/CCFs/CFs of circle or region shall be delivered within one month of communication of comments on draft report.

### 13. Responsibilities of Jharkhand Forest Department

- a) The concerned Forest Division shall provide details of notified forest blocks and cadastral maps indicating the boundaries of forest to be surveyed and mapped with all attribute data.
- b) Jharkhand Forest Department shall coordinate the work with the consultant's team.
  - The field officers (FRO, Amin/FBO/FG) shall locate and demarcate the notified forest boundaries, with reference to the Gazette Notification, demarcation registers and other records to locate the boundaries described in the Gazette Notification.
- c) The boundaries located by field officers shall be authenticated by respective ACFs and DFOs.
- d) Respective ACFs and DFOs shall provide the PF/RF maps and also facilitate interaction/Coordination with the revenue officials.
- e) Respective DFOs should give priority in construction of missing boundary pillars.
- f) On prior request Jharkhand Forest Department shall provide logistic support like accommodation subject to their availability, rates on par with touring forest officials.

### Roles of various Jharkhand Forest Department Officers:-

Sl.No	Designation	Roles
1.	Forest Guard	a) Test checking of 50% station and boundaries
2.	FBO (Forester)	a) Identification of stations, BPs and boundaries. b) Providing local support in carrying out the survey. c) Test checking of 25% station and boundaries.
3.	Amin/Surveyor	a) Supervise identification of Station and boundaries. b) 100% verification of stations and boundaries. c) Providing local support in carrying out the survey.
4.	RFO	a) Providing all attribute data b) Test checking of 15% station and boundaries. c) Organisation of field work and providing necessary support. d) Interaction/Coordination with revenue officials, LRDC and other stake holders. e) Incharge of work in his/her range. f) Collection of necessary maps. g) Collection of Gazette notification and maps of PF/RF.



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5.	ACF	<ul style="list-style-type: none"> <li>a) Collection of necessary maps.</li> <li>b) Collection of Gazette Notifications and maps of PF/RF.</li> <li>c) Test checking of 10% survey stations/BPs and boundaries.</li> <li>d) In charge officer of entire work.</li> <li>e) Interaction/Coordination with revenue, LRDC and other stakeholder agencies.</li> </ul>
6.	DFO	<ul style="list-style-type: none"> <li>a) Collection of relevant maps.</li> <li>b) Collection of Gazette notifications, maps and other records.</li> <li>c) Providing all the attribute data.</li> <li>d) Test checking of 5% survey stations/BPs and boundaries.</li> <li>e) Interaction/Coordination with revenue, LRDC, and other stakeholder agencies.</li> <li>f) Overall responsibility in conducting the survey.</li> </ul>
7.	CF	<ul style="list-style-type: none"> <li>a) Test checking of 3% station and boundaries</li> </ul>
8.	RCCF	<ul style="list-style-type: none"> <li>a) Test checking of 2% station and boundaries</li> </ul>
9.	GIS Cell	<ul style="list-style-type: none"> <li>(vi) Assigning unique ID to each PF/RF.</li> <li>(vii) Designing of attributes to be collected.</li> <li>(viii) Technical Evaluation of the data provided by the Agency/Firm as per the specification.</li> <li>(ix) Joining of the GIS data of block boundaries.</li> <li>(x) Linking of attribute data.</li> </ul>

#### **14. Responsibilities of the Firm**

- a) The Firm shall deploy sufficient teams along with all logistics and equipment to carry out the survey and mapping of notified forest area.
- b) Each team shall comprise of a Team leader who shall be specialist in Geomatics, a DGPS operator and /or a TS operator and sufficient number of supporting surveyors for accomplishing the task.
- c) The firm shall help the department in ascertaining the locations of the BPs with the help of available records.

#### **Roles of various team members of survey teams**

Sl No.	Designation	Roles and qualifications
1.	Surveyors.	<ul style="list-style-type: none"> <li>a) Diploma in Surveying &amp; leveling, Civil engineering.</li> <li>b) 3 years experience in handling of DGPS, Total stations and the associated software for downloading &amp; processing of data.</li> </ul>
2.	DGPS/TS Operator	<ul style="list-style-type: none"> <li>a) Diploma or B Tech in civil engineering AMIE or equivalent.</li> <li>b) 3 Years experience in handling of DGPS, Total stations and the associated software for downloading and processing of data.</li> </ul>
3.	Team leader	<ul style="list-style-type: none"> <li>a) B.Tech in Civil Water resources, RS, Geo-informatics, GIS, CS, IT, AI, EC, Environmental Sciences or equivalent.</li> <li>b) MSc in Geo Sciences, Physics, Electronics, Mathematics, statistics Computer Science.</li> </ul>



		<p>IT, Environmental Sciences or equivalent.</p> <p>c) MCA or equivalent.</p> <p>d) 2 years experience in handling of DGPS, Total stations and the associated software for downloading &amp; processing of data.</p> <p>e) 2 years experience in the field of signal/Image Processing/GIS (for B Tech)/MCA/M.Sc in any image processing and GIS software.</p>
4.	Project Leader (to supervise 4-5 team)	<p>a) B. Tech in Civil water resources, RS, Geo-informatics, GIS, CS, IT, AI, EC, Environmental Sciences or equivalent.</p> <p>b) M. Sc. In Geo Sciences, Physics, Electronics, Mathematics, Statistics, Computer Science, IT, Environmental Sciences or equivalent.</p> <p>c) MCA or equivalent.</p> <p>d) 5 years experience in handling of DGPS, Total stations and the associated software for downloading and processing of data.</p> <p>e) 5 years experience in the field of signal/Image processing/ GIS (for B.Tech) MCA/ M.Sc) in any Image Processing and GIS software.</p>



**Covering Letter**

(To be submitted in the official letter head of the agency/firm/organization/company)

To,

**Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.**

Sub: Declaration Letter of Agencies for Forest boundary survey.

Sir,

We are hereby submitting our proposal in full compliance with the terms and condition of the Tender Notice No. .... A blank copy of the Tender document, duly signed on each page is also submitted as a proof of our acceptance of all terms & Conditions.

We confirm that, we have the capability of survey by DGPS/ETS Technology for the Forest Boundary and preparation of Geo referenced Maps.

The bids are submitted in two separate and sealed envelopes marked "Technical Bid" & "Financial Bid" and both placed in another sealed envelope.

Authorized Signatory

Name:

Designation:

Company Seal:



P.C.C.F. Dev.  
Jharkhand, Annexure-2

**Check List of Technical Bid**  
**Technical Bid for Forest Boundary survey by DGPS/ETS**  
**Tender Notice no 02/2018**

SL No.	Particulars	Yes/No	Flag No.®
1	2	3	4
1	Covering Letter as per Annexure-1		I
2	Declaration by the Agency as per Annexure-3		II
3	Information about the bidding Firm/Agency as per Annexure-5		III
4	The copy of registration of bidding firm/Company/Agency etc. (Attach relevant certificates)		IV
5	The bidder is registered Firm/Company/Agency/has affiliation with ISRO/NRSC/SRSCS/FSI/any Govt. Department for undertaking DGPS Survey (Attach relevant certificates received from them)		V
6	To indicate the functionality of the firm attach the balance sheets of last two years ending 31.03.2018 of the firm duly certified by statutory Auditor.		VI
7	Copy of Valid Service Tax Registration		VII
8	Copy of ISO 9001 certification for the bidder firm/agency, (if any).		VIII
9	Photocopy of the PAN card		IX
10	The agency shall submit details of technical manpower & attested copy of their salary slips supported by copy of Form-16/EPF contribution issued to all such persons during 2017-18 as proof of their employment as per Annexure-14		X
11	A copy of valid GST/TIN registration certificate		XI
12	Declaration by the bidder as per Annexure-6		XII
13	Authorization letter issued by the agency as per Annexure-7		XIII
14	Information with regard to annual turnover of the agency as per Annexure-8		XIV
15	Information with regard to Net worth of the agency as per Annexure-9		XV
16	Profile of the Projects completed as per Annexure-10		XVI
17	Brief Agency Profile as per Annexure-11		XVII
18	A self certificate by the bidder that agency is not blacklisted in any state in India or in the case foreign bidder in any country and none of the partner/Director/Proprietor has not been Charge sheeted/convicted as per Annexure-12		XVIII
19	Experience details of the agency as per Annexure-13		XIX
20	Copy of the order/orders and certificate indicating bidder should have cumulative experience of executing contracts of undertaking such DGPS survey with ETS Technology with any Govt. Organization / PSU for last 5 years as on bid calling date. The minimum experience of such survey works should be an area of 5000 Sq.km or 50,000 points on forest land whether a single work order or aggregate in case of multiple orders. Annexure-16		XX
21	Undertaking from bidder that they have resources and capability to survey Forest boundaries by DGPS/ETS technology and prepare the Geo referenced maps etc as per requirements of Tender notice as per Annexure-15		XXI
22	Information with regard to 50 Nos. of DGPS device among which 25 dual frequency device ( Purchase Bill/Invoice to be attached).		XXII
23	Product leaflet/catalogue (if any)		XXIII

\* Please flag the annexure and write flag number as in the box.

**Please ensure:**

- That all information is provided strictly in the order mentioned in the check list mentioned above.
- Bidders are advised to strictly confirm compliance to bid conditions and not to stipulate any deviation/conditions in their offer. Subsequent to bid submission, the Department of Forests, environment & Climate Change Govt. Of Jharkhand may or may not seek



confirmations/clarifications and any bid not in line with Bid conditions shall be liable for rejection.

Any clarification/confirmation bidder may require shall be obtained from the Department of Forests, Environment & Climate Change Govt. of Jharkhand before submission of the bid. Bidder shall submit complete bidding document including subsequent amendment, modification and revision, duly signed and stamped as a token of having read, understood and accepted all the terms and condition mentioned therein

(Signature of Bidder)  
With Seal



*P.C.C.ESDev.  
Jharkhand, Ranchi*

**Format for declaration that the provisions of Tender Notice are acceptable and confirm that all statements made by the bidders are complete & correct**

**Annexure-3**

*(To be typed on the Letterhead paper of the Applicant, including full postal address, Telephone, FAX numbers and e-mail address)*

To,

**Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.**

**Subject: Tender for selection of Agencies for Forest boundary survey by DGPS/ETS.**

Dear Sir,

Having examined the Tender Document we, the undersigned, bids for conducting **Forests boundary survey** in full conformity with the said tender document .

We have read the provisions of the tender and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our bids shall not be given effect to.

We agree to abide by this tender, consisting of this letter, the detailed response to the Tender and all attachments, for a period of one year from the date fixed for submission of bid as stipulated in the Tender.

This application is made with the full understanding that:

- (a) Bids by qualified Agencies will be subject to verification of all information submitted for qualification and bidding;
- (b) Department of Forest, Environment & Climate Change, Jharkhand reserves the right to reject or accept any application, cancel the qualification process, and reject all applications and Department of Forest, Environment & Climate Change, Jharkhand shall not be liable for any such actions.

Any genuine changes made by Department of Forest, Environment & Climate Change, Government of Jharkhand in the interest of project with respect to the technical requirement during the course of project implementation will be acceptable.

We hereby declare that all the information and statements made in these bids are complete, true and correct and accept that any misinterpretation contained in it may lead to our disqualification.

**(Contd..)**



## Information Detail

- 1 Name of agency
- 2 Address of agency
- 3 Name, Designation and Address of the contact person to whom all correspondences shall be made regarding this Tender
- 4 Telephone no. of contact person
- 5 Mobile no. of contact person
- 6 Fax no. of contact person
7. E-mail address of contact person

We hereby declare that our bids are made in good faith and the information contained is true and correct to the best of our knowledge and belief.

<Signature of Authorized Signatory>  
<Name>  
<Designation>  
<Contact Address>  
<Telephone Numbers (Mobile & Land)>  
Agency Seal



**Price bid documents**

**PRICE BID**

**Financial bid for Selection of Agencies for  
FOREST BOUNDARY SURVEY  
BY DGPS/ETS & SUPPLY AND ERECTION OF MONOLITHS.**

Description	Rate in Rupees for one Boundary Pillar. (in words and figures)
The Rate for undertaking DGPS/ETS SURVEY and all other allied activities as per the scope of work for each Boundary Pillar. (inclusive of all applicable taxes)	

Signature of Authorized Signatory  
Name  
Designation  
Contact Address  
Telephone Numbers (Mobile & Land)  
Agency Seal



**Information about the Bidding Firm**  
**Tender for Forest Boundary survey by DGPS/ETS**  
**Tender Notice no. 02 /2018**  
 (To be submitted in the official letter head of the company)

Sl. No.	Particulars	
1	2	3
1	Name of the Bidder	
2	Address of Bidder with Telephone, Fax, e mail.	
3	Address of the Registered Office	
4	<u>Address of the works</u>	
5	GPS Co-ordinate of Registered Office	
6	Name & Designation of Authorized Signatory for Correspondence (Attach Power of Attorney as per <b>Annexure-12</b> )	
7	Nature of Firm (Proprietorship/Partnership/Pvt. Ltd./Public Ltd. Co./Public Sector)	
8	Permanent Account Number (PAN)/TIN (Attach proof)	
9	Firm's Registration Number (Attach proof)	
10	GST (Attach proof)	
11	Office/ Work Stations and Service network in Jharkhand with TIN No.(Give details)	
12	Other details and remarks, if any	
13	Copy of Service Tax registration	

Yours faithfully,  
 (Signature of Authorized Signatory)

Name :  
 Designation :  
 Agency seal :

(Separate sheet may be used for giving detailed information duly signed)



**Declaration by the Bidder**

**Tender for forest boundary survey by DGPS/ETS.**

**Tender Notice No 02/ 2018**

(To be submitted in the official letter head of the company)

I/We \_\_\_\_\_ (here in after referred to as the Bidder) being desirous of bidding for conducting DGPS survey work under above mentioned Tender Notice and having fully understood the nature of the work and having carefully noted all the terms and conditions, specifications etc. as mentioned in the Tender document, DO HEREBY DECLARE THAT

1. The Bidder is fully aware of all the requirements of the Tender document and agrees with all provisions of the Tender document.
2. The Bidder is capable of executing and completing the work as required in the Tender.
3. The Bidder accepts all risks and responsibilities directly or indirectly connected with the performance of the works.
4. The Bidder has no collusion with any employee of Forest Environment & Climate Change of the Govt. of Jharkhand or with any other person or firm in the preparation of the bid.
5. The Bidder has not been influenced by any statement or promises of the department of Forest Environment & Climate Change of the Govt. of Jharkhand or any of its employees, but only by the Tender document.
6. The Bidder is financially solvent and sound to execute the work.
7. The Bidder is sufficiently experienced and competent to perform the contract to the satisfaction of the department of Forest Environment & Climate Change of the Govt. of Jharkhand.
8. The information and the statements submitted with the bids are true.
9. The Bidder is familiar with all general and special laws, acts, ordinances, rules and regulations of the State and Central Government that may affect the work, its performance or personnel employed therein.
10. The Bidder has not been debarred from similar type of work by any SNA/ Government Dept./PSU.
11. These Bids shall remain valid for Six months from the date of opening of the financial Bids.
12. The Bidder gives the assurance to execute the work as per specifications terms and conditions.
13. The Bidder confirms the capability to complete the work supply Geo-referenced maps reports etc well before the scheduled time.
14. The Bidder accepts that the firm/company /agency will be black listed by Forest Environment & Climate Change of the Govt. of Jharkhand if the Bidder fails to undertake the work or sign the contract within the stipulated period.

Authorized Signatory

Name:

Designation:

Agency Seal:



**Format of Authorization letter for Signing Bid**

**Tender for forest boundary survey by DGPS/ETS.**  
**Tender Notice No. 02/ 2018**

**AUTHORIZATION LETTER**

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Know all men by these presents, we.....(name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms..... (Name and residential address) who is presently employed with us and holding the position of..... as our authorized person to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bids for survey of forests boundaries by DGPS/ETS technology in various Forest Divisions of Jharkhand including signing and submission of all documents and providing information/Bids to the department of Forests, Environment & Climate Change Govt. of Jharkhand, representing us in all matters before [Insert Name], all matters in connection with our bids for the said work.

She/He is also authorized to attend meetings and submit technical and commercial information as may be required by Department of Forest, Environment & Climate Change, Govt. of Jharkhand in the course of processing above said bids. Ms. /Mr. \_\_\_\_\_ is hereby authorized to make technical presentation on behalf of the Agency/Organization/Firm/Company (Proof of above two persons as employee of the Agency/Organization/Firm/Company to be enclosed)

We hereby agree to ratify all acts, deeds and things lawfully done by our said authorized persons and that all acts, deeds and things done by our authorized person shall and shall always be deemed to have been done by us.

For

Accepted

..... (Signature)

Authorized Signatory

Name:

Designation:

Agency Seal:

**Note:**

- a. The mode of execution of the Authorization letter should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.



  
P.C.S.F. Dev.  
Jhanda, Ranchi  
Annexure-8

**FORMAT FOR FINANCIAL REQUIREMENT – ANNUAL TURNOVER**

**Tender for forest boundary survey by DGPS/ETS.  
Tender Notice No. 02/ 2018**

[On the letterhead of Bidding Company/Firm/Agency]

To,

Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.

Sub: Declaration Letter of Agencies for **Forest boundary survey.**


We certify that the Bidding Company/Firm/Agency had an average Annual Turnover of Rs. -----  
----- based on audited annual accounts of the last three years ending 31.03.2018.

*Authorised Signatory*  
(Power of Attorney holder)

*Statutory Auditor*  
(Stamp & Signature)

Date,



  
P.C.C.F. Dev.  
Jharkhand Ranchi  
Annexure 9

**FORMAT FOR NET WORTH CERTIFICATE**

**Tender for forest boundary survey by DGPS/ETS.  
Tender Notice No. 02/ 2018**

[On the letterhead of Bidding Company/Firm/Agency]

To,

**Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.**

Sub: Declaration Letter of Agencies for Forest boundary survey.

This is to certify that Net worth of \_\_\_\_\_ {insert the name of Company/Firm/Agency},  
as on 31st March 2018 is Rs \_\_\_\_\_ - \_\_\_\_\_. The details are appended below.

Particulars	Amount (In Rs.)
Equity Share Capital	
Add: Reserves	
Subtract: Revaluation Reserve	
Subtract: Intangible Assets	
Subtract: Miscellaneous Expenditure to the extent not written off and carried forward losses	
Net Worth as on 31 <sup>st</sup> March 2018	

*Authorised Signatory*  
(Power of Attorney holder)

*Statutory Auditor*  
(Stamp & Signature)



## PROFILES OF PROJECTS COMPLETED

1. Name of client
2. Name of the Project
3. Brief Description of the Project
4. Scope of the Project (Activities Involved)
5. Details of Solution and Methodology Adopted
6. No. of Locations at which Project is being/was implemented
7. Resource Base
  - Total area surveyed
  - Total Number of employee deployed for the project
  - Total number of DGPS/ETS used in the project
  - Name of softwares used in the project
8. Value of the project (INR)
9. Date of award of contract
10. Scheduled date for Completion of the Project
11. Date of commencement of the project
12. Date of successful completion of the project
13. If not completed, expected date of completion, and reason for delay.
14. Name of the person who can be referred to from Clients' side, with Name, Designation, Postal address, Contact phone, FAX number, e-mail id etc.

*Attach Additional Sheets and Annexure, if required.*

**Authorized Signatory  
(Agency Seal)**



## BRIEF AGENCY PROFILE

- 01 Name of the Firm/Agency/Organization/Company
- 02 Name of Directors along with DIN
- 03 Year of Establishment
- 04 Address of Office
- 05 Telephone No.
- 06 Fax No.
- 07 E-mail Address
- 08 Website
- 09 Sectors' in which the Agency/Organization/Firm/Company has provided similar services to Govt. / PSU/ Agencies in India
- 10 No. of full time personnel currently under employment
- 11 No. of years of Proven experience of providing similar Services
- 12 Certifications (ISO 9001:2000, if any)

**Authorised Signatory  
(Agency Seal )**



## DECLARATION

**Format for declaration by bidder or agency that proprieters/Directors/  
Promoters/Partners of the agency has not been Convicted/Charge sheeted by any  
court of law.**

**Tender for forest boundary survey by DGPS/ETS.  
Tender Notice No. 02/ 2018**

To,

Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.

Sub: Declaration Letter of Agencies for **Forest boundary survey.**

Dear Sir,

This is to notify you that our Firm/Agency/Organization/Company intends to submit bids in response to your Tender Notice No: \_\_\_\_\_ In accordance with the above we would like to declare that:

- We are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.
- That none of the Director/Partner/Proprietor of the agency has not been convicted or charge sheeted by any/any such other organization in court of law.
- We are not black-listed by any Central / State Government / Public Sector Undertaking/any such other organization in India.
- We will not use the survey data for any other purpose. We will not handover any survey data to any other person or firm or company other than to directed by the Department of Forest, Environment & Climate Change, Government of Jharkhand. We will maintain the secrecy and sanctity of the data.

Sincerely,

AUTHORIZED SIGNATORY  
[AGENCY'S NAME]  
Name  
Signature Date  
Agency Seal



Format for submission of experience details

**Tender for forest boundary survey by DGPS/ETS.**  
**Tender Notice No. 02/ 2018**

*P.C.C.F. Dev.*  
*Annexure-13*  
*Jharkhand, Ranchi*

To,

Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.

Sub: Declaration Letter of Agencies for Forest boundary survey.

Dear Sir,

This is to notify you that our Firm/Agency/Organization/Company intends to submit bids in response to your Tender Notice No: \_\_\_\_\_ In accordance with the above we would like to declare that we have been associated with the DGPS/ETS Technology for the last ..... years and have experience for surveying by DGPS/ETS Technology for more than 5000 Sq.km, or 50000 points. It is certified that we have or not have experience for the DGPS survey in the forest area.

Financial Year	Area surveyed by the DGPS technology (Ha)	Forest/non-forest land	Year of survey	Evidence in support of the claim

Sincerely,

AUTHORIZED SIGNATORY  
[AGENCY'S NAME]  
Name  
Signature Date  
Agency Seal



  
**P.C.C.F. Dev.**  
**Annexure 14**  
**Jharkhand, Ranchi**

Format for Availability of Technical Manpower.

**Tender for forest boundary survey by DGPS/ETS.**  
**Tender Notice No. 02/ 2018**

To,

**Deputy Conservator of Forests,**  
**Planning Tribal Area,**  
**Block-C, Room No. 105, Van Bhawan,**  
**Doranda, Ranchi.**

Sub: Declaration Letter of Agencies for availability of technical manpower to carry out  
 Forest boundary survey by DGPS/ETS Method.

Dear Sir,

This is to notify you that our Firm/Agency/Organization/Company intends to submit  
 bids in response to your Tender Notice No: \_\_\_\_\_ In  
 accordance with the above we would like to declare that the employees as per details given below  
 are working in the agency for more than 12 months.

Name of the employee	Technical Qualification of the employee(Self attested)	Designation	Date of joining in the Agency/ Organization	Copy of theForm- 16 issued to the employee	Details of EPF Contribution verified by EPF Directorate	Proof of the Technical Qualification of the employee
1	2	3	4	5	6	7

Sincerely,

AUTHORIZED SIGNATORY  
 [AGENCY'S NAME]  
 Name  
 Signature Date  
 Agency Seal



Format for Undertaking to confirm having capability & resources

**Tender for forest boundary survey by DGPS/ETS.**

**Tender Notice No. 02/ 2018**

To,

Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.

Sub: Declaration Letter of Agencies for Forest boundary survey.

We certify that we have the resources and capability for Forest Boundary survey by DGPS/ETS technology. We confirmed that we are aware that the DGPS survey work contains field survey in the forest area and preparation of Geo-referenced maps etc as per requirement of the Tender notice.

*Signature of Chief Executive Officer/Managing Director*

Date,

Note:

1. The above response sheet should be signed and certified as true by the Chief Executive Officer/Managing Director being full time Director.



Format for Certificate for satisfactory completion of the Project

**Tender for forest boundary survey by DGPS/ETS.**

**Tender Notice No. 02/ 2018**

To,

Deputy Conservator of Forests,  
Planning Tribal Area,  
Block-C, Room No. 105, Van Bhawan,  
Doranda, Ranchi.

Sub: Declaration Letter of Agencies for Forest boundary survey.

Dear Sir,

This is to notify you that our Firm/Agency/Organization/Company intends to submit bids in response to your Tender Notice No: \_\_\_\_\_ In accordance with the above we would like to declare that the projects as per details given below along with the details of clients have been timely completed by the agency.

Name of the project	Area of the Project	Details of clients including name of the contact persons	Date of initiation of work	Scheduled date for completion of the project	Date of actual completion of the project	Copy of the work order & certificate issued by the clients for timely completion of the projects.

Sincerely,

AUTHORIZED SIGNATORY  
[AGENCY'S NAME]  
Name  
Signature Date  
Agency Seal