UTTARAKHAND FOREST DEVELOPMENT CORPORATION
73, NEHRU ROAD, ARANYA VIKAS BHAWAN, DEHRADUN -248001

Ref. No. :- **Date :**

TENDER NOTICE

For engaging Consultant/Competent Person/Agency/Organization duly registered and accredited as Recognized Qualified Person (RQP) with Department of Geology and Mines, for demarcation of River bed area as per cadastral map, Survey and preparation of maps(Except erection of boundary pillars)the preparation of **Mining Plan** of **Chandrabhaga River** for collection of minor minerals namely ordinary sand, gravel/bajri and boulders.

River	Area
Chandrabhaga Distt. Tehri Garhwal	190.00 ha

The desirous parties/Bidders can submit their **Part-I (Technical Bid)** and **Part–II (Financial Bid)** along with **Earnest Money Deposit (EMD)** in the form of Demand Draft of Rupees 8,000/- (Eight Thousand Rupees only), in favour of **Managing Director of Uttarakhand Forest Development Corporation** on before **20.07.2020** up to 5.00 P.M. Tender will be opened as mentioned in time schedule. The Tender Documents and Forms can be downloaded from the website **www.ukfdc.uk.gov.in**

SCOPE OF WORK

Carryout necessary study and collection of data etc. for the purpose of the work, demarcation of River bed area as per cadastral map, survey and preparation of maps, defining boundary pillar sites, DGPS survey & integration of associated jobs so as to ensure compliance with instructions of Uttarakhand State Department of Geology and Mines**(excluding erection of boundary pillars)** and preparation & submission of mining scheme capacity getting and obtaining approval from competent authority for the river mentioned above. Bidders shall necessarily give offer for all the above works for the mine. The scope of work shall be exhaustive and shall include liaising with the concerned department etc. and no conditional Tender shall be entertained. After completion of awarded work, one approved copy & five coloured photocopies along with soft copy will have to be submitted to the Managing Director's Office of UKFDC or his nominated authority's Office.

The time period for submitting the draft Mining Plan to the Department is 30 days from the date of allotment of work.

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TENDER DETAILS:

Tender Schedule

The following schedule will be following during this tender process unless otherwise stated by Regional Manager Tehri, Uttarakhand Forest Development Corporation, 73, Nehru Road, Aranya Vikas Bhawan, Dehradun -24800

S. No	Key Activities	Date	Time
1	Start date of sale of Tender Documents	11-07-2020	11:00 a.m.
2	Last date for sale of Tender Documents	18-07-2020	04:00 p.m.
3	Last date for submission of Proposals	20-07-2020	05:00 p.m.
4	Date of Opening of Technical Proposals	21-07-2020	11:00 a.m. onwards
5	Evaluation of Technical Bids	21-07-2020	02:00 p.m. onwards
6	Opening of Financial Bids	23-07-2020	11:00a.m. onwards

The tender document is available from the office of the Regional Manager Tehri, Uttarakhand Forest Development Corporation, 73, Nehru Road, Aranya Vikas Bhawan, Dehradun - 248001. The tender document can also be downloaded from the website: ***www.ukfdc.uk.gov.in***

Due Date and Time

The sealed tenders should reach to the Regional Manager Tehri, Uttarakhand Forest Development Corporation, 73, Nehru Road, Aranya Vikas Bhawan, Dehradun -248001 either through Speed Post/Registered Post on or before **20-07-2020 upto 5.00 PM**

The Regional Manager Tehri, Uttarakhand Forest Development Corporation, 73, Nehru Road, Aranya Vikas Bhawan, Dehradun -248001 may, in exceptional circumstances and at his discretion, extend the deadline for submission of proposals by issuing an addendum to be posted in website and/or by intimating all bidders who have been provided the proposal document, in writing or through email. However, till such communication is received by the bidders in the above mentioned form, bidders may not assume any change in the schedule.

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TECHNICAL BID

a. The Technical Bid envelop should be superscripted as "Technical Bid-Selection of Consultant/Competent Person/Agency/Organization for preparation of Mining Plan.
b. The Technical Bid should contain the signed and sealed completed forms (***Annexure I***) of the Technical Bid along with relevant enclosures.
c. The Technical Bid should consist of the following:

   i. General Information about the Organization-Form A (***Annexure I***)
   ii. Financial Information about the Organization-Form B (***Annexure I***)
   iii. Summary of Similar Projects Implemented –Form C (***Annexure I***)
   iv. Details of Similar Projects Implemented-Form D (***Annexure I***)
   v. CVs of the Project Team- Form E (***Annexure I***)
   vi. Accreditation certificate by competent Authority.
   vii. Additional Information, if any (optional)- Separate sheet to be attached.

d. The technical proposal must not contain any pricing information.
e. In submitting additional information, the same may be marked as Supplementary to the required response. If the bidder wishes to propose additional services (or enhanced levels of services) beyond the scope of this RFP, the proposal must include a description of such services as a separate attachment to the proposal.
f. The address of the Bidder should be clearly written on the cover.

Technical bid should comprise of all the documents mentioned in ***Annexure-I*** of this Tender notice.

i. The Tender Document duly signed on all pages as acceptance of terms and conditions by the bidder.
ii. The Earnest Money Deposit by way of crossed DD for Rs. 8,000/- (Eight thousand Rupees only) includes GST in the form of Demand Draft in favour of MD UKFDC payable at Dehradun.
iii. Balance Sheets of 2016-17 to 2018-19.
iv. List of previous Mining Plans for river bed mines with an area of more than 5 hectares, prepared by bidder for any govt. agency. Copies of approval letters from Uttarakhand State Department of Geology and Mines shall have to be submitted.
v. Covering letter of the proposal, which must be signed with the bidder's name and by a representative of the bidder who is authorised to commit the bidder to contractual/ obligations. All obligations committed by such signatories must be fulfilled.

FINANCIAL BID

- The Financial Bid as prescribed in the Tender (***Annexure II***) should be filled up and sealed along with enclosures in a separate cover superscripted as "Financial Bid.....**Preparation of Mining Plan** –Tender Notice No.....
- The Financial Bid format is given in ***Annexure II.***
- Financial bid should quote the rates for the work cited in the scope of work mentioned above.
- Quoted rates should be inclusive of all taxes except G.S.T. as per the prevailing rates.
- The G.S.T. as per prevailing rate will be paid by UKFDC.

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Outer Cover

Both the Technical Bid cover and Financial Bid cover should then be put in a single outer cover, sealed and be super scribed as "Tender for – preparation of Mining Plan – Tender Notice No.....

a. Both the Technical Bid and Financial Bid should be enclosed in separate sealed envelopes.
b. Technical Bid envelop and Financial Bid envelop should be scribed super as Technical Bid and Financial Bid with an underline.
c. Both the Technical Bid cover and Financial Bid cover should then be put in a single separate outer Cover, sealed and be scribed super as **"Tender for Mining Plan of Chandrabhaga River with an underline.**
d. The Earnest Money of Tender by way of crossed DD for Rs. 8,000/- (Eight thousand Rupees only) including GST in the form of Demand Draft in favour of MD UKFDC payable at Dehradun.
e. Certificate of registration from Uttarakhand State Department of Geology and Mines.
f. General Information about the organization/RQP
g. CV of the RQP.
h. The present Tender Document duly signed on all pages as acceptance of terms and conditions by the bidder.

The address of the bidder should be clearly written on the cover. The covers submitted without superscription are liable for rejection. The tenders not submitted as specified in the above clauses will be summarily rejected.

Technical Qualification/Specification

1. Constitution

Bidders can be Person/Agency/Organization carrying the necessary qualifications as prescribed above.

2.Turnover

Bidders should have turnover of more than Rs. 10 lakh in any of the last three years i.e. 2016-17 to 2018-19

3.Experience

Agency should have previously prepared Mining Plans for river bed mines with an area of more than 5 hectares for any Govt. agency. Organization having its office in the state will be given preference. Such plans should have been approved by competent authority. Copies of approval letters from Uttarakhand State Department of Geology and Mines shall have to be submitted.

4. Registration

The consultant must have registered himself/itself as Recognized Qualified Persons (RQP) with the Uttarakhand State Department of Geology and Mines.

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5. **Financial terms & conditions:-**

Mode of Payment-

Payment to the successful bidder shall be made against work executed as given below:-

i. **10%** advance against the work order,

ii. **40%** after submission of draft Mining Plan as per extant guidelines/circulars, to Uttarakhand State Department of Geology and Mines.

iii. **50%** after obtaining approval from competent authority for Mining plan for the said mines, on submitting one approved Miming Plan/Scheme & its five coloured photocopies along with soft copy.

6.**Time Frame:** The total time frame for the above said work should be 30 days.

Submission of Proposals

a. The bidder shall submit his bid in a sealed cover containing two separate sealed covers for technical bid and financial bid, as described above, and ensure that it must reach the office of Regional Manager (Tehri), UKFDC through registered/speed post/by hand on or before scheduled date and time. UKFDC shall not be responsible for any postal delay. Proposal received late and by other means will not be considered.

b. The bid consisting of the documents listed in instructions and proposal Cover Letter shall be typed or written in indelible ink and shall be signed by the bidder or a person/Persons duly authorized to bind the Bidder to the contract.

7.**Right to Terminate the Process**

The right of final acceptance of the Tender is entirely vested with the appropriate authority in UKFDC, who reserves the right to accept or reject any or all of the Tender in full or in parts without assigning any reason whatsoever.

There is no obligation on the part of the UKFDC to communicate with rejected Bidders.

8.**Bid security and its Amount (Earnest Money Deposit-EMD)**

Bidders shall submit, along with their Bids, Bid security or EMD of Rs. 8,000/- (Eight Thousand Rupees only), in the form of a Demand Draft in favour of "Managing Director of Uttarakhand Forest Development Corporation" payable at Dehradun.

The EMD would be refunded to all unsuccessful bidders within a reasonable time, on application. The EMD of the successful bidder would be adjusted towards partial fulfillment of the requirement of Work Completion Security/Guarantee with reference to the deliverables and time frame specified and will be returned only after the successful fulfillment of the contract.

Bid without adequate bid security/EMD will be rejected without providing any opportunity to the bidder concerned.

The above EMD held by the UKFDC till it is returned to the unsuccessful bidders will not earn any interest thereof.

9. **Tender Opening**

a. The proposal/Tender will be received up to **20.07.2020 by 5.00 PM**. The Technical Bids will be opened on **21.07.2020 at 11.00 AM** by the Committee authorized by the Managing Director, UKFDC at Aranya Vikas Bhawan in presence of such of those bidders or their authorized representatives who may be present at the time of opening.

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b. The Financial Bids will be opened by the same committee on **23.07.2020 at 11.00 A.M.** at Aranya Vikas Bhawan. The list of successful bidder will be displayed on the Notice Board in Aranya Vikas Bhawan.

10. TenderRejection Criteria

1. The Tender with the technical Bid not containing EMD Bank Draft will be summarily rejected.
2. Tender not submitted in the form specified as per the format given in this Tender document will be summarily rejected.
3. Tender with incomplete information subjective and conditional offers as well as partial offers will be liable for rejection.
4. Tender with variance/contradiction between technical Bid and Financial Bid will be liable for rejection. If the offer does not meet the Tender requirements, the UKFDC reserves the right to reject any or all the Tender without assigning any reason whatsoever.
5. Tender submitted without audited financial statements of the Bidder are liable for rejection.
6. In addition to the above rejection criteria, if there is non-compliance of any of the clauses of this Tender Document, the Tender is liable for rejection.
7. Incomplete bid documents will be treated as non-responsive offer and the Tender is liable for rejection.
8. Tender received after due date & time or other than specified means will not be accepted.

11.TenderEvaluation Process

i. Evaluation of Technical bids

The Technical bid will be examined by a Technical Committee constituted by the Managing Director, UKFDC, on the basis of the evaluation criteria and the points system specified in the Tender.

ii. Technical Bid Evaluation Criteria

S.No.	Evaluation Criteria	% of marks
1	Experience in required/desired field.	40
2	Resources for handling the project including CVs of the Project Team(Human Resources with detail of technical team, no & their qualifications)	30
3	Accreditation Details	30
	Total	100

a. The Technical Committee may undertake oral clarifications with the bidders. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents. Oral Clarifications provide the opportunity for the committee to state its requirements clearly and for the bidder to more clearly state their proposal. The committee may seek inputs from their professional, technical faculties in the evaluation process. **However, no additional documents will be allowed to be submitted by the bidder after the formal submission of the bid and the clarifications, if any have to be provided from documents already submitted.**

b. Depending on the evaluation methodology as mentioned above each Technical Bid will be assigned a technical score (TS) out of a maximum of 100 points.

c. The bidders, who get a Technical score of 60 or above, will qualify for the evaluation in the financial process.

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12. Evaluation of Financial bids

1- The Financial Bids of the technically qualified bidders will be evaluated as per the evaluation criteria mentioned below:-

a. The list of bidder will be ranked in ascending order (i.e.) the bidder who quoted the lowest Value (L1) will be ranked first and so on.

b. The L1bidder will be awarded a score of 100

c. Financial Scores for other than L1 bidders will be evaluated using the following formula.

Financial Score of a Bidder (FS) = Financial bid of L1 bidder × 100 (adjusted to 2 decimals) / Financial Bid of the Bidder

2- However, the UKFDC does not bind itself in any way to select the bidder(s) offering the lowest price (L1)

13.Overall Evaluation:

a. The UKFDC shall follow a best value bid selection process based on the quality and cost.

b. The overall rating for the bidders shall be done on the basis of weightage to be assigned as described below:

   a. Technical score- **60%**
   b. Financial score -**40%**
   c. The Overall Rating= TS*0.6+FS*0.4 adjusted to 2 decimal places.
   d. In case of a tie in the overall score, the bidder with the superior Technical Score (TS) will supersede the other Bidder.

c. While the successful bidder will be selected on the basis of the Overall Ratings, the UKFDC does not bind itself in any way to select the bidder(s) having the highest Overall Rating.

14. Negotiations with the Successful Bidder

UKFDC reserves the right to further negotiate with the successful Bidder. While negotiating, the following aspects may be considered:

a. Further reduction in charges for undertaking the Work.
b. Advancing the delivery schedule.
c. Additional services that may be contracted as per particular situation requirements.

15. Letter of Acceptance

After successful completion of the negotiations, if held, a Letter of Acceptance of Tender will be issued to the successful bidder by the Corporation.

16. Forfeiture of EMD

If the successful Bidder fails to act according to the Tender conditions or backs out after his Tender has been accepted, his EMD will be forfeited to the Uttarakhand Forest Development Corporation.

17. Signing of Contract

a. The successful bidder should execute an agreement for the fulfilment of the contract with the UKFDC at the time of execution within one week from the date of receipt of the Letter of acceptance issued by the UKFDC. If the same is not executed within one week, the EMD of the bidder may be forfeited and their Tender will be held as non-responsive.

b. The expenses incidental to the execution of the agreement should be borne by the successful bidder.

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18. Performance Bank Guarantee (PBG)

a. The successful bidder shall at his own expense deposit with UKFDC, within one week from the date of receipt of the letter of acceptance issued by the UKFDC or prior to signing of the contract, whichever is earlier, an unconditional and irrevocable Performance Bank Guarantee (PBG) from a scheduled bank, payable on demand, for the due performance and fulfilment of the contract by the bidder.

b. This **Performance Bank Guarantee** will for an amount equivalent to 10% of contract value. All kinds of taxes, incidental charges whatsoever such as premium; commission etc. With respect to the Performance Bank Guarantee shall be borne by the bidder. The Performance Bank Guarantee shall be valid for a period of one year from the date of signing of contract. If the accepted Bidder fails to furnish the Performance Bank Guarantee within the above said period, the EMD remitted by him will be forfeited to the **Uttarakhand Forest Development Corporation** and his Tender will be held void. The PBG furnished by the Bidder in respect of his Tender will be returned to him at the end of the contract period subject to submission of all reports to satisfaction of the UKFDC.

c. If the Bidder fails to act according to the Tender conditions or backs out when his Tender is accepted, his PBG mentioned above will also be forfeited to the Uttarakhand Forest Development Corporation.

19. Release of Work Order

After the execution of the agreements specified in the Tender Document and after receipt of the PBG, the Corporation will release the **formal Work Order** to the successful bidder on behalf **of Uttarakhand Forest Development Corporation.**

20. Execution of Work Order

The successful Bidder should nominate and intimate to the UKFDC the name of a Project Leader specifically to handle the Work Order. The Successful Bidder should ensure that the Project Leader is fully familiarized with the terms and conditions of the Tender, Scope of work and the guidelines.

21. Assigning of Tender whole or in part

The successful Bidder shall not assign or make over the contract, the benefit or burden thereof to any other person or persons body corporate. He shall not underlet or sublet to any person(s) or body corporate for the execution of the contract or any part thereof.

22. Submission of Deliverables & Execution of Timeline

Execution of Timeline &submission of Deliverables should be made strictly in accordance with the terms and conditions of the Tender Document & Agreement thereon. If the delivery is not affected as per Tender/Agreement, the UKFDC shall have the right to cancel the order and to take any such action which will be deemed fit in such circumstances.

23. Termination of Services

The UKFDC reserves the right to terminate the contract and recover its amount, damage etc. from the party (RQP) & PBG will be forfeited. If any amount is due against the party, that will be recovered as the arrear of land revenue.

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24. Force Majeure

The Working Agency shall not be considered in default, if delay in delivery occurs due to causes beyond his control such as **acts of God, natural calamities, civil wars, fire, strike, frost, floods, riot and acts of unsurpassed power.** In the event of delay due to such causes, the delivery schedule will be extended for a length of time equal to the period of force majeure or at the option of Forest Development Corporation, the order may be cancelled. Such cancellation would be without any liability whatsoever on the part of Forest Development Corporation.

25. Other Terms and Conditions

a. During the execution of the Project, the UKFDC reserves the right to issue advice and direction to the Working Agency, or request additional information or clarification from the Accreditation body. While such advice, direction or request and response to the same shall have no impact on the substantive content, quality or cost of the services offered, the same will be binding upon the Working Agency.
b. The payment schedule will be decided at the time of signing of agreement. The payment will be made accordingly on pro-data basis.
c. The Bids should be submitted neatly and all corrections, over–typing should be attested with seal.
d. The UKFDC reserves the right to reject any or all the Tenders without assigning any reason, to relax or waive or revise any of the conditions stipulated in the terms and conditions of Tender as deemed necessary in the best interest of UKFDC for good and sufficient reasons.
e. The UKFDC will not pay any increase in duties, taxes and surcharges on account of any revision by the Government after expiry of the stipulated delivery period in the work Order.
f. In case of any dispute, the matter will be referred to an Arbitrator under "Arbitration and Conciliation Act 1996". The arbitration shall be held in Dehradun only and Courts at Dehradun only shall have jurisdiction in relation thereto.
g. AMD/GM (Production) will be the Arbitrator in dispute and his decision will be final and acceptable to both parties.

Regional Manager (Tehri Region)
Authorized Signatory of
Managing Director, UKFDC

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ANNEXURE-1

Technical Bid Format

Form A-General Information about the Organization

S.No.	Particulars	Details to be furnished		
Details of the Bidder (Organization)				
1	Name			
2	Address			
3	Telephone		Fax	
4	E-mail		Website	
Details of Authorized person				
5	Name			
6	Address			
7	Telephone		E-mail	
8	Information about the Organization			
9	Status of Organization (Public Ltd./Pvt. Ltd/Institution/University etc.)			
10	Details of Registration of Organization (Provide Ref e.g. ROC Ref	Date		
		Ref		
11	Total number of Professionals available with bidder.			
12	Locations and addresses of offices			
13	GST Registration Number			
14	Enclose latest GST Return of 2018-19			

Signature of the Bidder

Form B: Financial Information (Please attach copies of Audited Financial Statements)

Turnover of the Organization				Net worth of the Organization as 31st March 2019
FY 2016-17	FY 2017-18	FY 2018-19	Average of last 3 FYs	

Signature of the Bidder

Form C: Summary of Similar Projects implemented

S.No.	Name of the Customer	Project Name	Start Date	End Date	Contract Value

Note: Please provide details of the above projects in Form D.

Signature of the Bidder

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Form D: Details of the Similar Projects implemented by the bidder (Use separate tables for each project)

S. No.	Item	Details
General Information		
1	Customer/Name of Govt. Dept/PSU etc,	
2	Name of contact person and contact details	
Project Details		
3	Name of the Project	
4	Start Date/End date	
5	Current status	
6	Contract tenure	
Project size		
7	Contract value (Rs in Lakhs)	
8	Total cost of services Provided by the bidder between 2016-17 to 2018-19	
Description of the services provided by the Bidder (Please provide details in relevance to the scope of this RFP)		
Please provide testimonials and certificates from customer in support of the project experience		

Signature of the Bidder

Form E: CV's of the Project team

Give the profiles of key people/Core members, including the Project Leader, key Consultants/ Experts who will be involved in the assignment (Use separate tables for each person).

SI.No.	Item	Details
1	Name	
2	Role in current project	
3	Whether Primary/Secondary	
4	Current job title	
5	Experience in yrs.	
6	Number of Years with the Organization	
7	Current Job responsibilities	
8	Summary of professional/experience	
9	Highlight of assignments handled and significant accomplishments	
10	Educational Background, Training/Certifications	

Signature of the Bidder

Please Note: The Bidder or his authorized representative should sign on each page of Technical Bid (Annexure-I) and at the end of each Form.

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Annexure II

Financial Bid Format

Name of River. - .....

Total Area of River - .....

Name of Applicant - .....

Address - .....

.....

.....

.....

Telephone No. .....

E-Mail ID - .....

Bid Amount in Rs. :- .....

Earnest/Security money - .....

Signature of the Bidder

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