

Request for Quotation Call Letter No. 5508

Dated 30.7.2022

Angul Forest Division invites proposals from Architecture/ Urban / Environmental planning firms/agency for "**Preparation of Integrated Master plan for Biodiversity Park in Angul District**" in accordance with the conditions and manner prescribed in the RFP document.

Agencies are advised to study the RFP document carefully before submitting their proposals in this regard.

Important Dates and Information

Last date for submission of written / online queries for clarification	Queries shall be sent on dfo.angul@odisha.gov.in by 10.08.2022 till 5 PM
Last date and time of submission of Bids	16.08.2022 till 5.00 PM
<ul style="list-style-type: none">• Date and time of opening of Technical Proposal, Technical Presentation & Opening of Financial Proposal	17.08.2022 at 3.30 PM


Divisional Forest Officer
Angul, Division

**REQUEST FOR QUOTATION FOR "PREPARATION OF INTEGRATED
MASTER PLAN FOR BIODIVERSITY PARK IN ANGUL DISTRICT"
DURING 2022-23**

in

ANGUL FOREST DIVISION

REQUEST FOR QUATATION NOTIFICATION

RFQ Notification No. 05 dt. 30.07.2022

Subject: Request for Quotation of "Preparation of Integrated Master plan for Biodiversity Park in Angul District" in Angul Forest Division.

Divisional Forest Officer, ANGUL invites technical and financial bids from the Architecture/ Urban / Environmental planning firms/agency for "**Preparation of Integrated Master plan for Biodiversity Park in Angul District**" in ANGUL Forest.

Bid Security Declaration will be submitted in lieu of EMD as per Format

. The Request for Quotation paper can be downloaded from the district website at www.angul.nic.in or can be received from division office latest by 5.00 PM on or before 15.08.2022.

Such Request for Quotation paper as downloaded shall be accompanied with all required documents, GSTIN No. & GST clearance certificate, manufacturing license and it must be submitted/put into the tender box kept in the office of the undersigned latest by 05.00PM on 16.08.202


**Divisional Forest Officer
Angul, Division**

RFQ (Request for Quotation)

1. INTRODUCTION

Department of Forest, Environment and Climate Change aims to develop a biodiversity park over a degraded land in Angul District of Odisha as per the direction issued by Hon'ble NGT in Alekha Chandra Tripathy vs. state of Odisha and Nagar Vatika Scheme of the Government.

In this context the Forest, Environment and Climate Change Department is planning to develop approximate 19 Acre of land in Sardhapur Mouza of the Angul Revenue Block into a Biodiversity Park as an area of flourishing plants diversity along with world class attractions, facilities and amenities required for public education and awareness. In this regard Angul Forest Division invites quotations for proposals to preparation of an Integrated Master plan for development of Biodiversity Park in Angul Forest Division.

Project location is located along the Angul- Bantala road .The Lingira Nala originated from Derejeng Dam flows North Eastern of the project site. Area is located in Sardhapur village of Nua Mauza GP. Mid-point GPS locations of the project is 20.812012, 85.08439.

2. SCOPE OF THE WORK

The scope of work of the assignment is given below:

Stage I Preliminary Assessment


- Preliminary analysis of the existing situation such as site analysis including Boundary spatial file and total station survey will be provided by the department.

Stage II Concept of the Plan

- Preparation of zoning plan with detailed list of individual components and sub-components
- Preparation of indicative Conceptual plan interconnecting all potential points for development of Biodiversity Park
- Proposed support infrastructure for proposed components. Such as shorn water daring, other network like CCTV, Waste Management etc, Miscellaneous works ,semi built storage with eco-sensitive themes, Semi open Pavilions, Peripheral compound wall water service gates and entries gate setup, parking facilities, basic amenities like ticket counter, toilets etc.
- Block estimates.

Stage III Detailed Master Plan

- Preparation of the draft of detailed master plan
- Propose development strategy, phasing, marketing/ promotion, implementation strategy with a view to maximize fuel utilization at the Bio-diversity Park
- Preparation of design guidelines and development control regulations for holistic development of the area
- Detailed drawings, walkthroughs and 3Dviews
- Preparation of detailed estimates for model design components


Divisional Forest Officer
Angul, Division

3. ELIGIBILITY CRITERIA

The eligibility criteria for the selection of agency for this assignment are given below:

3.1 Technical Eligibility:

3.1.1 The agency should be an Architectural / Urban Planning firm with an operational experience of minimum 5 Years. The bidder must be a company/ firm registered under the Companies Act 2013 or under the Indian Partnership Act, 1932 or a Limited Liability Partnership registered under the LLP Act 2008. Certificate of incorporation / registration to be furnished.

3.1.2 The firm must have either on its payroll / on contract, inter-alia, profiles such as at least

1 Tourism Expert (with international experience), Urban planner, GIS expert, Architect, Forest/ Environmental Expert, Horticulturist, Hydrological expert etc. having a minimum of 10 years' domain experience for key experts and 5 years' experience for non-key experts.

Note: Details of minimum three employee for each of the above-mentioned profiles shall be furnished in the given format.

3.1.3 Must have successfully completed planning of at least 1 tourism project / of Project cost not below INR 10 Crore. The project must be completed during the last 7 years, preceding the date of issuance of this RFQ. The corresponding Work orders and Completion certificates shall be furnished.

4. DEADLINE AND MODE OF SUBMISSION OF PROPOSALS

Proposals filled in all respect must reach DFO Angul before the time and date specified in **Schedule of the Bidding Process** through Speed Post, Registered Post or Courier or by hand delivery only at the following address:

Divisional Forest Officer, Angul
Angul Forest Division (T)
Department of Forest, Environment and
Climate Change, Govt. of Odisha
Angul - 759122, Odisha

Bidders are strictly advised against sending the technical and financial proposal via email. In such case, the bid shall be treated as non-responsive and rejected outright.

If the specified date for the submission of Proposals is declared as a holiday for DFO Angul, the Proposals will be received up to the appointed time on the next working day.

5. LATE PROPOSALS

Proposals received after the last date and time of submission mentioned in the Schedule of the bidding process will be rejected.


Divisional Forest Officer
Angul, Division

6. MODIFICATIONS AND WITHDRAWAL OF PROPOSALS

Any applicant may modify or withdraw its proposal after submission but prior to the deadline for submission of proposal, if office receives in time the written notice of the modification or withdrawal. The responsibility of submitting the modified bid, within the deadline for submission of proposal will rest solely with the applicant.

No applicant shall be allowed to modify its proposal after the deadline for submissions. Applicant shall be allowed to modify the bid after the last date, only if the same is requested by DFO Angul, to accommodate clarifications on the proposal submitted, subject to the proposal substantially conforming to the requirements of this solicitation.

7. PROPOSAL OPENING

Selection committee will check responsiveness of the bid, followed by technical proposal. Only short-listed bids, post evaluation of technical proposal, will only be eligible for financial bid opening. Proposals will be opened in the presence of applicants or their authorized representatives who choose to attend the proposal opening, at the date and time mentioned. In the event of the specified date of Proposal opening being declared a holiday for DFO Angul, and Proposals shall be opened at the appointed time and location on the next working day.

The Financial Proposals of only those firms shortlisted based on the technical qualification shall be opened. The date and time of opening of the Financial Proposals will be intimated to the qualifying applicants later.

8. TERMINATION OF CONTRACT:

Either party can terminate the agreement by giving 30 days prior written notice

9. FORCE MAJEURE

Neither the Agency nor the Authority shall be liable to the other for any loss or damage occasioned by or arising out of acts of God such as unprecedented flood, volcanic eruption, earthquake or other convulsion of nature and other acts such as but not restricted to invasion, the act of foreign countries, hostilities, or war-like operations before or after declaration of war, rebellion, military power which prevent performance of the assignment and which could not be foreseen or avoided by a prudent person.

10. RIGHT TO ACCEPTOR REJECT

Selection Committees reserves the right, without any obligation or liability, to accept or reject any or all the proposals at any stage of the process, to cancel or modify the process or any part thereof or to vary any or the term and condition at any time, without assigning any reason whatsoever.

Committee is not bound to receipt L1 Financial Bid.

11. DISPUTES

All legal disputes are subject to the jurisdiction of Angul courts only.


Divisional Forest Officer
Angul, Division

12. LIABILITY

The Liability of the selected Agency in any case shall not be beyond the amount of fees payable to the selected Agency.

13. INDEMNITY

The Selected Agency always during the pendency of this agreement, keep the Government/ DFO Office indemnified to an amount not exceeding the total fees payable to the Selected Agency under this agreement.

14. CONFIDENTIALITY

The Selected Agency shall treat the details of the output of the Assignment and the Services as confidential and for the Selected Agency's own information only and shall not publish or disclose the details of the output, deliverables / milestones submitted to Selected Agency or the Services in any professional or technical journal or paper or elsewhere in any manner whatsoever without the previous written consent of the competent DFO Angul.



**Divisional Forest Officer
Angul, Division**

FORM A – COVER LETTER

(To be submitted on letter head of the applicant duly signed by authorized signatory)

To,

Divisional Forest Officer
Angul Forest Division (T)
AT/PO/PS/Dist – Angul, 759122, Odisha.

Subject: Selection of an Architecture /Environment Planner/Planning Agency for “Preparation of Integrated Master plan for Biodiversity Park in Angul District” in Angul Forest Division.

Sir,

We have examined in detail and have understood the terms and conditions stipulated for eligibility of the Applicant in the Document issued by DFO Angul. We agree and undertake to abide by all these terms and conditions. We hereby submit all the necessary information and relevant documents. We undertake, if our Proposal is accepted, to deliver services as specified in the document.

We acknowledge that we have not, during the last three years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitrator or judicial authority or a judicial pronouncement or arbitration award against us, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract.

The validity of the proposal is 180 days from the last date of submission of proposal and we agree that the proposal is unconditional. We understand that DFO Angul reserves the right to reject any application without assigning any reason thereof.

Yours faithfully,

Signature of Authorized Person and seal

Name and Designation

Name of the Bidding Entity/ Firm


Divisional Forest Officer
Angul, Division

FORM B - FINANCIAL PROPOSAL

(To be submitted on letter head of the applicant duly signed by authorized signatory)in separate involves.

To,

Date:

Divisional Forest Officer
Angul Forest Division (T)
AT/PO/PS/Dist – Angul, 759122, Odisha.

Sub: Financial Proposal for Selection of Architecture /Environment Planner/Planning Agency for "Preparation of Integrated Master plan for Biodiversity Park in Angul District" in Angul Forest Division.

Sir,

We, the undersigned, offer to provide the services for the above scope of services in accordance with your RFP. Our financial quote, inclusive of GST and inclusive of all project expenses is as given below:

Financial Quote	Figure (in INR)including GST	In Words
Lump sum		

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid up to 180 days from the last date of submission of proposal.

This Financial Proposal covers all incidental manpower expenses. The Financial proposal is without any condition.

The terms of payment is 40 % on submission of tasks mentioned in Stage-II and balance 60% on submission of tasks mentioned in Stage-III

Yours Faithfully,

Signature of Authorized Person and seal

Name & designation:

Name of the Bidding Entity/ Firm


Divisional Forest Officer
Angul, Division

FORM C - BID SECURITY DECLARATION

(To be submitted on letter head of the applicant duly signed by authorized signatory)

Date:

To,

Divisional Forest Officer
Angul Forest Division (T)
AT/PO/PS/Dist – Angul, 759122, Odisha.

Sub: Bid Security Declaration for Selection of an Architecture /Environment Planner/Planning Agency for "Preparation of Integrated Master plan for Biodiversity Park in Angul District" in Angul Forest Division.

Sir,

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be **blacklisted from bidding for any contract with Department of Forest, Government of Odisha for a period of 3 years** from the date of notification if I am/ we are in breach of any obligation under the bid conditions, I/We

- a. have withdrawn/ modified/ amended, impairs or derogates from the tender, my/ our Bid during the period of validity specified in the form of Bid; or
- b. having been notified of the acceptance of our Bid by DFO Angul , Government of Odisha during the period of bid validity (i) fail or refuse to execute the contract/ agreement, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the subject RFP conditions.

The bid security declaration shall be valid for a minimum period of 180 days from the proposal submission due date or till the date of selection of the preferred bidder, whichever is later. On request from DFO Angul, the Bidders would be required to extend the validity of the Bid Security Declaration on the same terms and conditions.


I/We understand that this Bid Security Declaration shall cease to be valid if I am/ we are not the successful bidder, upon the earlier of (i) the receipt of your notification of the name of the successful bidder; or (ii) thirty days after the expiration of the validity of my/ our Bid Proposal.

Yours Faithfully,

Signature of Authorized Person and seal

Name & designation:

Name of the Bidding Entity/ Firm


Divisional Forest Officer
Angul, Division

FORM D – FORMAT FOR CV

1. Name of Staff:
2. Position:
3. Date of Birth:
4. Years of Relevant Exp:
5. Number of years with the Firm:
6. Nationality:
7. Membership with Professional bodies
8. Education:

(Summarize College/University and other specialized education of staff Member)

9. Employment Record

(Starting with present position, list in reverse order every employment held)


10. List of Projects/Assignments on which the personnel have worked

Sl.	Name of the Client	Sector	Position Held	Key Role	Major Responsibility

11. Languages:

(Indicate proficiency in speaking, reading and writing of each language by
(Excellent, Good, Fair, Poor)

Note: - CVs of only Experts shall be evaluated during bid process management. The CVs should be recently signed by the proposed staff or the Authorized Representative signing the Proposal.


Divisional Forest Officer
Angul, Division

FORM E – BIDDERS PROFILE

1. Name of the Firm:
2. Year of Establishment:
3. Registered Office Address
4. PAN and GST No.
5. Telephone
6. Email
7. Brief description of the background of the firm for this assignment
8. No. of years of proven experience of providing similar services
9. Average Annual Turnover during the last three financial years

Financial Year	Annual Turnover (INR)
FY 2019-20	
FT 2020-21	
FT 2021-22	
Average Annual Turnover during the last three financial years	

Signature of the Authorized Person :

Name and Designation :

Name of Bidding Firm :

Dated:


Divisional Forest Officer
Angul, Division