

Status Reports of various Activities of UEPPCB
Project funded by the
Central Pollution Control Board

REQUEST FOR PROPOSAL

TENDER DOCUMENT

MEMBER SECRETARY
UTTARAKHAND ENVIRONMENT PROTECTION
AND POLLUTION CONTROL BOARD
29/20, NEMI ROAD, DALANWALA,
DEHRADUN (UTTARAKHAND) – 248001
E-mail: msukpcb@yahoo.com
Web: ueppcb.uk.gov.in

1. TENDER NOTICE

Invitation of Expression of Interest (EoI)

Uttarakhand Environment Protection and Pollution Control Board (UEPPCB), Dehra Dun intends to prepare Status Report to address following environmental aspects pertaining to Uttarakhand from qualified and experienced Consulting Organisations/ Institutions/NGOs etc. who wish to undertake the assignment:

1. **Assessment of Pollution from specific sources:-**
 - i) Status of sewage management in Uttarakhand.
 - ii) Status of management of MSW in Uttarakhand.
 - iii) Status of management of Bio-medical Waste in Uttarakhand.
 - iv) Status of plastic waste management and inventorization of recycling units in Uttarakhand.
 - v) Status of E-waste management in Uttarakhand.
 - vi) Status of the Batteries Management in Uttarakhand.
2. **Status of Industrial Pollution in Large, Medium and SSI in Uttarakhand.**
3. **Compilation of information of air and water quality data for dissemination of information of last 10 years with suggestion for remedial action.**
4. **Strengthening of UEPPCB.**

The important points of reference are given below :

| | |
|---|--|
| Tender Inviting Authority | Member Secretary, UEPPCB |
| Name of the Work | Status Report to address environmental aspects pertaining to Uttarakhand. |
| Tender Notice No. | |
| Start Date & Time for the Sale of Tender Documents | 16 th December, 2013 from 10:00 a.m.onwards |
| Last date & Time for Sale of Tender Documents | 31 st December, 2013 till 3:00 p.m. |
| Cost of Tender Document | Rs. 1000/- |
| Last date and time for submission of Bids | 31 st December, 2013 till 3:00 p.m. |
| Date of opening of Technical Proposal | 31 st December, 2013,04:00 p.m onwards |
| Place of Opening of Technical Proposal | Office of Member Secretary, 29/20 Nemi Road, Dehradun |
| Date of evaluation of Technical Proposal | 03 rd January, 2014 |
| Date of opening of Financial Proposal | 06 th January, 2014 |
| Earnest Money Deposit (EMD) | 5% of the bid value |
| Contact Persons and Designations | Amarjeet Singh Oberai, Environment Officer, UEPPCB |
| Address and Telephone No. for Communication | 29/20 Nemi Road, Dehradun Mob. No. 9412085568 |

Other important points specified by the Tender Inviting Authority:

1. Detailed information is given in the Tender Document.
2. Tender Document may be obtained from the office of the Member Secretary, Uttarakhand Environment Protection & Pollution Control Board, 29/20, Nemi Road, Dehradun, Uttarakhand – 248001 or may be downloaded from our website www.ueppcb.uk.gov.in.
3. Two – Envelope bid System will be followed. Technical Bid will be followed by Financial Bid.
4. Financial Bids will be considered in respect of only those bidders who qualify in the Technical Bid. That is, Financial Bids of those who are found ineligible on examination of their technical Bids, will not be opened for consideration.
- 5.. Tender received after due date and time will be summarily rejected.

2. TENDER DETAILS**2.1 Background**

The Uttarakhand Environment Protection and Pollution Control Board (UEPPCB) is a statutory Organization constituted under the section 4 of Water (Prevention and Control of Pollution) Act, 1974 to implement Environmental laws and rules within the jurisdiction of Uttarakhand. The UEPPCB came into existence on 1st May 2002 and functions through its Head Office at Dehradun along with its 4 Regional Offices, Dehradun, Roorkee, Haldwani & Kashipur. UEPPCB has always endeavored to stride a rational balance between economic growth and environmental conservation. The Board has been entrusted with the powers and functions under the Water (Prevention and Control of Pollution) Act 1974. Subsequently the implementation of Water (Prevention and Control of Pollution) Cess Act, 1977; Air (Prevention and Control Of Pollution) Act, 1981; Environment Protection Act (1986) and the Public Liability Insurance Act, 1991 was also entrusted to the State Board.

2.2 Tender Schedule:

The following schedule will be followed during this tender process unless otherwise stated by Board.

| S. No | Key Activities | Date | Time |
|-------|--|---------------------------------|--------------------|
| 1 | Start date of Sale of Tender Documents | 16 th December, 2013 | 10:00 a.m. |
| 2 | Last date for Sale of Tender Documents | 31 th December, 2013 | 3:00 p.m. |
| 3 | Last Date for submission of Proposals | 31 th December, 2013 | 3:00 p.m. |
| 4 | Date of Opening of Technical Proposals | 31 th December, 2013 | 04:00 p.m. onwards |
| 5 | Evaluation of Technical Bids | 03rd January, 2014 | 11:00 a.m. onwards |
| 6 | Opening of Financial Bids | 06th January, 2014 | 04:00 p.m. onwords |

2.3 Scope of Works:**1. Assessment of Pollution from specific sources****a. *Status of sewage management in Uttarakhand.***

Total sewage generation and treatment in the State to be quantified town wise.

- Sewage treatment facility (STP), their nos., location, capacity - existing as well as proposed.
- Gap in sewage generation and treatment.
- Decentralised domestic waste water treatment.
- Strategy for effective sewage treatment and disposal.
- (Coordination with *Pey Jal Sansadhan Vikas Nigam* is desirable).

(Earmarked ` 2.0 Lacs)

b. Status of management of MSW in Uttarakhand

- Total quantity of Municipal Solid Waste generation in the State covering details of at least local bodies of district headquarters. (13 in nos.) Quantum of Recyclable, Reusable and Disposable waste to be given.
- Composition of Municipal Solid Waste and their characteristics.
- Waste collection scheme/agency (including door-to-door collection), segregation, storage, transportation, disposal and waste processing at local bodies of district headquarters.
- Identification of disposal sites and illegal dump sites.
- Identification of slaughter houses and quantification of solid/liquid waste and treatment facilities therein.
- Action plan for Municipal Solid Waste Management for District headquarter local bodies.
(Earmarked ` 2.0 Lacs)

c. Status of management of Bio-medical Waste in Uttarakhand.

- Total Medical care facilities district wise including blood banks, veterinary hospitals, pathology laboratories etc.
- Total Bio-medical waste generation in the State and gap in generation and treatment of waste.
- Composition of waste and characteristics.
- Quantum of Recyclable, Incinerable and Disposable wastes (Deep burial).
- Existing practices for waste collection, segregation, transportation and treatment.
- Waste processing and disposal facilities and their capacities.
- Identification of disposal sites and illegal dump sites.
- Action plan for Bio-medical Waste Management with special reference to setting up of new CBMWTF in PPP mode.
(Earmarked ` 2.0 Lacs)

d. Status of plastic waste management and inventorization of recycling units In Uttarakhand.

- Inventorization of Plastic manufacturing and recycling units.
- Status of total plastic waste generation in the State.
- Status of Plastic waste disposal and recycling.
- Identify the recycling units and illegal dump sites.
- Action Plan for Plastic Waste Management.
(Earmarked ` 2.0 Lacs)

e. Status of E-waste generation and management in Uttarakhand.

- Inventorization of e-waste generation in the State especially from Government/ Semi Government/ Corporate sectors.
- Total quantum of recyclable, reusable and disposable e-waste
- Status of E-Waste recycling
- Identify the gap for complete e-waste recycling and reprocessing.
- Possibilities of setting up of e-waste management facilities in PPP mode in the State of Uttarakhand.
(Earmarked ` 2.0 Lacs)

f. Status of the Batteries (Management and Handling) Rules in Uttarakhand.

- Inventorization of Battery generation in the State.
- Total quantum of recyclable, reusable and disposable battery Waste.
- Status of Battery Waste recycling.
- Identify the gap for complete waste recycling and reprocessing.
(Earmarked ` 2.0 Lacs)

2. Status of Industrial Pollution Control in industries of Large, Medium and SSI in Uttarakhand.

- Inventorization of Industries of Large Medium and Small scale.
- Status of Water Pollution Control facilities and their operational status.
- Status of Air pollution Control facilities and their operation facilities.
- Status of hazardous waste generation and its management.
- Status of Manufacturer, Storage and Import of Hazardous Chemical Rules,1989.
(Earmarked ` 3.0 Lacs)

3. Disseminating information of UEPPCB (at a glance) like trend of air/quality, status of pollution control in problem areas, projection of pollution in next 5-10 years in the State etc.

- Prepare report on air quality, water quality, noise monitoring by collecting data from various institutions.
- Data to be collected for last 10 years and compiled.
- Projection to be made for Environment quality for next 10 years.
(Earmarked ` 2.0 Lacs)

4. Document on strengthening of UEPPCB.

- Based on the all above status report projection of Board strengthening to be made.
- Strengthening to be proposed in terms of infrastructure, manpower and financial terms .
- Time bound action plan to be suggested for implementation of activities and strengthening of Board
(Earmarked ` 2.0 Lacs)

2.4 Methodology

2.4.1 It will be obligatory on the part of the prospective bidders to submit, as a part of Technical Bid - Proposed Methodology'. The said "Proposed Methodology" inter alia will lay down in details (a) human resources and manner of their deployment, that is strength and composition of Project Team, distribution of job responsibility, mode of coordination, (b) Time Schedule of evaluation, Documentation, and preparation of Reports, (c) Mode of sampling (d) mode of conducting Survey in each sampled area, (e) Criteria & Indicators to be adopted for assessment (g) inputs to be provided by Uttarakhand Environment Protection & Pollution Control Board.

2.4.2 The UEPPCB will reserve the right to effect corrections/adjustments/modifications in the Proposed Methodology in consultation with the concerned bidders. Such corrections/adjustments/modifications shall be binding upon the prospective agencies..

2.5. Deliverables

1. Preliminary Report comprising of a pre-assessment evaluation report containing preliminary findings and a criterion-by-criterion discussion of the observed performance of the environmental activities. The preliminary report would involve all identified area as given in point no. 2.3.
2. Final Status report - containing preliminary findings and a criterion-by-criterion discussion of the observed performance of the defined environmental activities. The full assessment report undertaken after the final audit and compilation of findings should include the status report and recommendations for sound environment management.

2.6 Cost of the Tender Document

2.6.1 The Tender document is available for sale from the office of the **Member Secretary, Uttarakhand Environment Protection & Pollution Control Board, 29/20 Nemi Road, Dehradun, Uttarakhand – 248001** against non-refundable payment of Rs.1000.00 (Rupees One Thousands only + VAT (13.5%), in cash, or by demand draft drawn in favour of "**Uttarakhand Environment Protection & Pollution Control Board**" payable at Dehradun.

The Tender Document is not transferable to any other bidder.

2.6.2 The Tender Document can also be downloaded from the website: www.ueppcb.uk.gov.in/tenders

2.6.3 In case the tender document is downloaded from the website as given in clause 2.6.2 above, the cost of tender document must be deposited in such cases along with submission of such Bid documents in the mode as aforesaid.

2.7 Due date and Time

- 2.7.1 The sealed tenders should reach to the office of the **Member Secretary, Uttarakhand Environment Protection & Pollution Control Board, 29/20 Nemi Road, Dehradun, Uttarakhand – 24800** and/ or received at Receipt Counter not later than 31.12.2013 (3.00 p.m.).
- 2.7.2 The tenders received after the due date and time specified or unsealed or incomplete or by facsimile or email will be summarily rejected.
- 2.7.3 The Member Secretary, UEPPCB 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 documents, in writing or by facsimile or through email.
- 2.7.4 However, till such communication is received by the bidders in the above mentioned form, bidders may not assume any change in the schedule.

2.8. Eligibility Criteria

- 2.8.1. Companies must be an experience in working in the areas of environmental issues to perform the work or, their representative companies / offices must be having a valid signed contract on behalf of their principal to perform the work.
- 2.8.2 Proposals may be submitted by Agencies/ concerned companies which have relevant experience in Environmental issues. The Agencies should have requisite experience in preparation of documents and handling of process as stated in the deliverables.
- 2.8.3 Agencies/organisations having experience of similar work in environmental activities shall be accorded an additional advantage.
- 2.8.4 The prospective agencies/organisations should annex the relevant credentials to justify its eligibility.

2.9 Submission of Tender—Two Envelope System

- 2.9.1 Submission of bids has to follow two- envelope system. The bid will comprise of two parts – **Technical** and **Financial** – to be submitted in two separate sealed envelopes.

2.9.2 Technical Bid

- a. The Technical Bid envelope should be superscribed as **“Technical Bid – Status Report of Various Activities of UEPPCB” December-2013**.
- 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. Proposed Methodology – Separate sheet to be attached (Please see Clause 2.4)
 - 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.

2.9.3 Financial Bid

- a. The Financial Bid as prescribed in the Tender (Annexure II) should be filled up and sealed along with enclosures in a separate cover superscribed as **“Status Report of Various Activities of UEPPCB” December-2013**.
- b. Address of the bidder should be clearly written on the cover.
- c. The Financial Bid format is given in Annexure-II.

2.9.4 Outer Cover

Both the Technical Bid cover and Financial Bid cover should then be put in a single outer cover, sealed and be superscribed as **“Status Report of Various Activities of UEPPCB” December-2013**.

- a. The outer cover should be sealed and should contain the following documents:
- b. The present Tender Document duly signed on all pages as acceptance of terms and conditions by the bidder.
- c. The cost of Tender Document by way of crossed DD for Rs.1000.00 (Rupees One thousand only + VAT) for those bidders, who have downloaded the bid documents. The bidders, who have purchased the bid document need to submit a copy of the self-attested receipt.
- d. Covering letter of the Proposal, which must be signed with the Bidder's name and by a representative of the Bidder who is authorized to commit the bidder to contractual obligations. All obligations committed by such signatories must be fulfilled.
- e. Technical Bid as specified in the 2.9.2 of this Tender.
- f. Financial Bid as specified in section 2.9.3 of this Tender and as per Annexure II.
- g. Any other information that is required to be submitted in the proposal process.

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

2.10 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 THE SEALED COVER IS RECEIVED AT THE RECEIPT COUNTER AT THE OFFICE OF THE MEMBER SECRETARY, UEPPCB. PROPOSAL RECEIVED THROUGH COURRIER/ SPEED POST OR REGISTERED MAIL WILL ALSO BE ACCEPTED BUT UEPPCB SHALL NOT BE RESPONSIBLE FOR ANY POSTAL DELAY. PROPOSAL RECEIVED LATE WILL NOT BE CONSIDERED.
- b. The UEPPCB will not accept delivery of proposal by fax or e-mail. Proposal received by facsimile shall be treated as defective, invalid and rejected.
- c. The bid consisting of the documents listed in instructions and Proposal Cover Letters, 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.

2.11 Period of Validity of Proposals

- a. The offer submitted by the bidder shall be valid for a period of 180 days from the date of submission of the tender. A proposal valid for a shorter period may be rejected as non- responsive.
- b. In exceptional circumstances, the UEPPCB may solicit the bidder's consent for an extension of the validity period. The request and the responses thereto shall be made in writing (or by fax or email).

2.12. Late Proposals

Any proposal received at the UEPPCB office designated in this Tender document, after the specified time for receipt of the same will not be considered.

2.113 Proposal Preparation Costs

The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by the UEPPCB to facilitate the evaluation process, and in negotiating a definitive Service Agreement or all such activities related to the bid process. Further, no reimbursable cost may be incurred in anticipation of award.

2.14 Right to Terminate the Process

- 2.14.1 The right of final acceptance of the tender is entirely vested with the appropriate authority of the UEPPCB, who reserves the right to accept or reject any or all of the tenders in full or in parts without assigning any reason whatsoever.
- 2.14.2 There is no obligation on the part of the UEPPCB to communicate with rejected Bidders.

2.15. Security

- 2.15.1 No security amount is required at the time of bidding. However, appropriate security may be demanded by the **Board**, which shall be 5% of the bid value, at the time of execution of MoU for assignment(S).

2.16. Bid Opening

- 2.16.1 The tenders will be received up to **31th December, 2013, 3 p.m.** The Technical Bids will be opened at 4 p.m. **31th December, 2013** by the officers authorized by the **Member Secretary, UEPPCB at 29/20 Nemi Road, Dalanwala, Dehradun**, in presence of such of those Bidders or their authorized representatives who may be present at the time of opening.
- 2.16.2 The Technical Bids will be evaluated as per the evaluation criteria specified in the Tender. The list of technically qualified Bidders will be prepared by the UEPPCB and displayed on the Notice Board in UEPPCB by **03 January, 2014.**
- 2.16.3. The Financial Bids of technically qualified bidders alone will be opened at **06 January, 2014, 4.00p.m..**

2.17. Tender Rejection Criteria

- 2.17.1 The tenders with the Technical Bid not containing Tender Document cost (for those Bidders who have downloaded the document) will be summarily rejected.
- 2.17.2. Tenders not submitted in the form specified as per the format given in this Tender document will be summarily rejected.
- 2.17.3 Tenders with incomplete information, subjective and conditional offers as well as partial offers will be liable for rejection.
- 2.17.4 Tenders with variance/contradiction between Technical Bid and Financial Bid will be liable for rejection. If the offer does not meet the tender requirements, the UEPPCB reserves the right to reject any or all the tenders without assigning any reason whatsoever.
- 2.17.5 Tenders submitted without the enclosures to prove the Bidders specific experience in environmental projects, Order Value of completed projects and projects in hands and, Proposed Methodology, will be liable for rejection.
- 2.17.6 Tenders submitted without audited financial statements of the Bidder are liable for rejection.
- 2.17.7 In addition to the above rejection criteria, if there is non-compliance of any of the clauses of this Tender Document, the Tenders are liable for rejection.
- 2.17.8 Incomplete bid documents will be treated as non-responsive offer and the tender is liable for rejection.

3. BID EVALUATION PROCESS

3.1 Evaluation of Technical bids

The Technical Bid will be examined by a Technical Committee to be constituted by the **Member Secretary, UEPPCB** on the basis of the evaluation criteria and the points system specified in the Tender.

- 3.2 The details provided in the Technical Bid will be taken as reference for evaluation.

Technical Bid:-

1. Companies must have experience in working on Environmental issues and perform the work or, there representative companies / offices must be having a valid signed contract on behalf of their principal to perform the work.
2. Companies must have some past experience in the same field and preferably be an Indian firm.
3. Companies will be given preference that are having some current assignment in hand to perform the similar activities in India.
4. Companies awarded with the similar business by Govt. agencies or equivalent will be given extra preference.
5. Companies having local capacity of trained professionals will be given preference.
6. Companies having professionals of Indian origin and well versed with the Indian environmental issues and management will be given extra preference.
7. Companies having maximum number of trained professionals will be given preference i.e. maximum number of professionals.
8. Companies having any kind of ban or preconditions will be excluded from this bid.
9. Companies having any kind of moratorium on desired works in recent two/ three years will be excluded from the bid.

10. Companies which have been awarded business in India for more than twelve months by Government or equivalent agencies have to submit the current status of their work in this field.

Besides the proposal and other details the Technical bid should present the following:

- (a.) The Technical bid shall obviously make no mention of the quantum of fees for the services.
- (b.) List and details of similar studies and projects accomplished for other clients along with indication of outcomes and results.

3.3 Technical Bid Evaluation Criteria:

| Evaluation | % of marks |
|--|------------|
| Experience in the field of Environmental Issues /activities. | 40 |
| Resources for handling the project including CVs of the Project Team | 30 |
| Proposed Methodology | 20 |
| ISO certification in environment management | 10 |
| Total | 100 |

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

3.4 Evaluation of Financial bids

- 1. Company should be a legal entity registered in India.
- 2. Company must be able to receive payment in Indian Currency.
- 3. Company must be ready to receive payments in parts.
- 4. Company must be experienced in collecting payment in INR on behalf of their principals.
- 5. Company must be paying all applicable taxes to Government of India by generating profits for their local entities
- 6. A formal contract must be submitted to Uttarakhand Environment Protection and Pollution Control Board for collecting the payments on behalf of their accredited agency/ principals.

- a. The Financial Bids of the technically qualified bidders will be evaluated as per the evaluation criteria mentioned below
- b. The Total Value of the Financial Bid shall be arrived by the following method.
Total Value = Fixed Fee + maximum value of any Out of Pocket expenses as given by bidder + any applicable taxes
- c. 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.
- d. The L1 bidder will be awarded a score of 100.
- e. 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) / (Financial bid of the Bidder) X 100 (adjusted to 2 decimals)
- f. However, the UEPPCB does not bind itself in any way to select the bidder(s) offering the lowest price (L1).

3.5 Overall Evaluation:

- a. The UEPPCB 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 weightages 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 UEPPCB does not bind itself in any way to select the bidder(s) having the highest Overall Rating.

3.6 Negotiations with the Successful Bidder

UEPPCB reserves the right to further negotiate with the Successful Bidder.

4. AWARD OF CONTRACT

4.1 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 Board.

4.2 Forfeiture of Security Deposits

If the successful Bidder fails to act according to the tender conditions or backs out after his tender has been accepted, security deposits will be forfeited to the Board.

4.3 Signing of Contract

- a. The successful Bidder should execute an agreement for the fulfillment of the contract with the UEPPCB at the time of execution within one week from the date of receipt of the Letter of acceptance issued by the UEPPCB.
- b. The expenses incidental to the execution of the agreement should be borne by the successful Bidder.

4.4 Release of Work Order

After the execution of the agreements specified in the Tender Document the formal work order to the successful Bidder on behalf of the Board.

4.5 Execution of Work Order

The successful Bidder should nominate and intimate to the UEPPCB 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.

4.6 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 or 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.

4.7 Submission of Deliverables

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

4.8 Termination of Services

The UEPPCB reserves the right to terminate the services of the certification body, if it finds the work unsatisfactory, at any stage during the contract period by giving a notice of fifteen (15) days. The agencies shall then be paid for the work completed, as per the fees quoted, till that stage of the assignment as part of response to this tender document.

4.9 Force Majeure

The 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 UEPPCB, the order may be cancelled. Such cancellation would be without any liability whatsoever on the part of the Board.

5. OTHER TERMS AND CONDITIONS

- a. During the execution of the Project, the UEPPCB reserves the right to issue advice and direction to the agency or request additional information or clarification from the agency. 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 agency.
- b. All supporting materials (including all data, material, and documentation originated and prepared for the UEPPCB pursuant to this assignment, and including correspondence relating to this assignment) shall, upon delivery to the UEPPCB become the property of the Board.

UEPPCB

- c. The Bids should be submitted neatly and all corrections, over-typing should be attested with seal.
- d. The UEPPCB 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 the Board for good and sufficient reasons.
- e. The UEPPCB 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.

Authorized Signatory of
Member Secretary, UEPPCB

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 | |
| Information about the Organization | | | | |
| | Status of Organization (Public Ltd./ Pvt. Ltd/ Institution/ University etc.) | | | |
| 8. | Details of Registration of Organization (Provide Ref e.g ROC Ref) | Date | | |
| | | Ref | | |
| 9. | Total number of Professionals available with bidder. | | | |
| 10. | Locations and addresses of offices (in India and overseas) | | | |
| 11. | Service Tax Registration Number | | | |
| 12. | Enclose latest STCC | | | |

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 on 31st March, 2013 |
|------------------------------|------------|------------|-----------------------|--|
| FY 2010-11 | FY 2011-12 | FY 2012-13 | Average of last 3 FYs | |
| | | | | |

Signature of the Bidder

Form C : Summary of Similar Projects implemented

| Sl. 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

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

| Sl. 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 2008-09 to 2010-11. | |

| |
|---|
| 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).

| Sl. 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. | Highlights 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.

Annexure II – Financial Bid Format

| Fixed Price (Rs.) | Out of Pocket Expense and other Miscellaneous (Rs.) | Applicable Taxes (Rs.) | Total (Rs.) |
|----------------------|---|------------------------------|----------------|
| | | | |

1. All prices should be in INR and shall be specified in both figures and words.
2. Total Price inclusive of all taxes to be specified in the last column.

Total Amount (both in figures and words) :

Signature of the Bidder