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Government of Bihar  
Environment and Forest Department

Formats for Request for Proposal (RFP) Submission

For selection of Autonomous Institutes of MOEF&CC and other central institutes for Evaluation of plantations under CAMPA

January, 2018

(Environment and Forest Department, Bihar reserves the right to cancel this request for RFP and / or invite afresh with or without amendments to this request for RFP, without liability or any obligation for such request for RFP and without assigning any reason. Information provided at at his stage is indicative and Environment and Forest Department, Bihar reserves the right to amend / add further details in the RFP document. )

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Guidelines and formats for RFP submission

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### Snapshot of RFP

Name of the Project	Evaluation of Plantations and other schemes implemented under Compensatory Afforestation Management and Planning Authority (CAMPA) Funds, Bihar
Scope of Work	The random sampling of 10 % of the plantation area in different locations will have to be done and observations regarding, height and overall quality of plantations and its survival percentage will have to be submitted. (Total plantation area is 2697.112 Ha at 65 sites and 1168.8 Km at 163 sites in different forest divisions carried out in the year 2014-15 and 2015-16.
Name of Authority	Compensatory Afforestation Management and Planning Authority (CAMPA), Bihar Environment and Forest Department, Government of Bihar
Last date and time for submission	15 <sup>th</sup> February 2018 up to 3.00 PM
Eligible Entities	The Autonomous bodies under the Ministry of Environment, Forests and Climate change Government of India, like ICFRE, Dehradun, FRI, Dehradun, IFP, Ranchi, IIFM, Bhopal and other Central Institutes like NABARD, WAPCOS etc
Signature Authority	Director/Head/Authorised Representative of the Institute/Organization will sign the document
Selection Process (Overall)	Stage 1 : Technical capability assessment , Stage 2 : Financial evaluation
Contents of RFP Application (one copy)	1. Covering letter as per format at Exhibit 1 2. Details of institutes expertise and the team members experience and qualifications as per format at Exhibit 2 3. Details of the Applicant as per format at Exhibit 3.
<b>Qualification Criteria (Stage 1)</b>	
Technical Criteria: 1) The Institute must have one successfully completed Evaluation Project previously Financial Criteria: 1) The lowest rates offered for the evaluation will be the criteria for selection.	
<b>Contact</b>	
APCCF, CAMPA cum Nodal Officer, Environment and Forest Department, Bihar	
Aranya bhawan, Shaheed Peer Ali khan Road, P.O. Veterinary College, Patna 800014	
Telephone number.: 8986153139	Email: apccfcampa.bih@gmail.com

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**2.1 Exhibit 1: Format for Covering Letter**

[On the Letter head of the Institute)

Date:

To

APCCF CAMPA  
cum Nodal Officer (FC)  
Bihar  
Aranya Bhawan,  
Patna -800014

Ref: Evaluation of Plantations and other schemes implemented under Compensatory Afforestation Management and Planning Authority (CAMPA) Funds, Bihar

Sir,

Being duly authorized to represent and act on behalf of..... and having reviewed and fully understood the evaluation criteria and information provided, the undersigned hereby apply in response to the RFP document for Evaluation of Plantations and other schemes implemented under Compensatory Afforestation Management and Planning Authority (CAMPA) Funds, Bihar.

We are enclosing our RFP document with the details as per the requirements of the RFP document, for your evaluation.

Yours faithfully,

\_\_\_\_\_  
(Signature of Authorised Signatory)

(Name, Title and Address)

**2.2 Exhibit 2: Description of the Institute /Organization**

1. Name, address of the registered office, headquarters, and its branch office(s), if any, in India

2. Brief description of the Institute/Organization including details of its role and responsibilities

3. Name, Designation, Address and Phone Numbers of Authorised Signatory of the Institute:

Name	
Designation	
Telephone Number	
E-Mail Address	
Mobile Number	

4. Details of experts (s) who will serve in the Team and work for the Evaluation Project of CAMPA:

Name	
Designation	
Telephone Number	
E-Mail Address	
Mobile Number	

**2.3 Exhibit 3: Technical Capability of the Institutes**

The Institutes would be evaluated for meeting the Evaluation Criteria as mentioned in snapshot of the RFP document. Such institutes should provide their technical qualification and past experience and other details in the format given below.

Institute Name

(with Brochure)

S. No	Name of the completed Evaluation Projects	Name of the Scheme	Scope of work of the project (as mentioned in the certificates)	Project Cost
1.				
2.				
3.				

**General Instructions:**

1. A Tender Committee will scrutinize the proposals and assess the technical capability of the institutes. Minimum one successful evaluation project completion will be required.

## 2.4 Exhibit 4: Financial bid offered by the Institute

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Project Name

Project Name	Rates Offered per Ha of the sample Area	Rates Offered per km of the sample Km.
Evaluation of Plantations and other schemes implemented under Compensatory Afforestation Management and Planning Authority (CAMPA) Funds, Bihar ( For 10% Sampled Area)		

### General Instructions:

1. The team members will have to visit each site. The team members will have to inspect 10% of the plantation area at each site and make observations on survival, height and health and overall quality of plantations. The sample will be selected randomly and observations will be done in quadrat of 15mx15m.
2. The team will have to inspect 864.882 Ha plantations at 21 sites and 448.3 Km of linear plantations at 63 sites in different divisions of Bihar for the financial year 2014-15.
3. The team will have to inspect 1832.23 Ha plantations at 44 sites and 720.5 km of linear plantations at 100 sites in different divisions of Bihar for the financial year 2015-16.
4. In total 228 sites in 28 divisions of Bihar state will have to be sampled and observed. The rates will have to be offered per Ha and par Km for sampled area /sampled KM only.