



**GOVERNMENT OF SIKKIM
FOREST AND ENVIRONMENT DEPARTMENT
ENVIRONMENT & SOIL CONSERVATION DIVISION,
FOREST COMPLEX, NAMCHI
DISTRICT - NAMCHI, SIKKIM**

REQUEST FOR PROPOSAL

For

Zip Lining activity for the project “Development of Biodiversity Park and Open Butterfly garden along with other activities and research node at Kitchudumra, South Sikkim”

Issued vide

REF No. 280/E&SC/2022

Dated: 18.10.2022

Invitation letter for Request for Proposal

1. Forest & Environment Department (F&ED) invites firms and organisation to submit technical & financial bids for Zip Lining activity at Biodiversity Park, Kitchudumra, South Sikkim.
2. The invitation is to submit a proposal (the bid) for design, engineering, financing, construction & maintenance (two years from the date of operation), training with regard to construction of zip lining at Biodiversity Park, Kitchudumra, South Sikkim.
3. Detailed RFP documents can be downloaded from the website www.sikkimforest.gov.in & www.sikervis.nic.in
4. Details about the scope of work, eligibility criteria of Bidders, bid submission procedure and the selection methodology are available in the RFP document.
5. The statements and explanations contained in this RFP document are intended to provide a better understanding to the bidders about the subject matter of this RFP document and should not be construed or interpreted as limiting in any way or manner the scope or services and obligations of the bidder set forth in the contract or the F&ED's right to amend, change, alter, supplement or clarify the scope of work, pursuant to this RFP or the terms there of or herein contained. Consequently, any omissions, conflicts or contradictions in the Bidding documents including this RFP are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the F&ED.
6. For any bid related queries, you may contact:
 - i. Palzor Ongda Bhutia, Divisional Forest Officer, F&ED
Mobile No. 7718787714
 - ii. Pravin Gurung, Assistant Conservator of Forest, F&ED
Mobile No.7365050390
 - iii. Meena Sharma, Assistant Conservator of Forest, F&ED
Mobile No. 7584974614
Email id: environmentandsoilconservation@gmail.com

Sincerely
Sd/-
PCCF cum ACS
F&ED

Disclaimer

1. The request for proposal (herein after referred to as RFP) document is neither an agreement nor an offer by the department to the prospective bidders or any other person. The purpose of this RFP is to assist the bidders for formulation of their bids.
2. This RFP does not purport to contain all the information each bidder may require.
3. The department, its employees do not make any representation or warranty and shall incur no liability under any law (including without limitation the law of contract, tort), statute, rules or regulations as to accuracy, reliability or completeness of the information in this RFP document.
4. This RFP document includes a statement which reflects certain assumptions and assessment in relation to the scope of work. Such assumptions, assessments and statements do not purport to contain all the information that bidders may require. Each bidder should conduct its own investigations and visits for gaining more accuracy and also check the accuracy and reliability of this RFP document.
7. The department may, in its absolute discretion, update, amend, change, modify or supplement the information in this RFP document. Such revisions of the RFP may be downloaded from the websites: www.sikkimforest.gov.in & www.sikenvis.nic.in
5. The issue of this RFP document does not imply that the department is bound to select a bidder or to appoint the successful bidder, as the case may be, for the work required under this RFP document and the department has the right to reject all or any of the bids without assigning any reason whatsoever.
6. The bidder shall bear all its cost associated with or relating to the preparation and submission of its bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentation which may be required by the department. The department shall hold no liabilities for any expenses incurred by the bidder, regardless of the conduct or outcome of the bidding process.

CHAPTER I: INTRODUCTION

A. Background

The Forest & Environment Department is developing a Biodiversity Park along with eco-tourism activities for the visitors at Kitchudumra, South Sikkim. For the same, one of the activity proposed is establishment of zip lining as a major visitor attraction.

B. Brief particulars of the Project

Sl. No.	Description	Requirement
1	Name of the Project	Zip Lining activity for the project “Development of Biodiversity Park and Open Butterfly garden along with other activities and research node at Kitchudumra, South Sikkim
2	Site	The zip lining work involves crossing the River Rangit from one side to another side across the river using zip lining wires installed in two number of towers. The zip lining should work to & fro from the same number of towers. Approximate wire distance to be covered 500m (may change)
3	Number of towers	2 (Double storeyed to facilitate to & fro travel)
4	Height of towers	As per the site requirement
5	RCC works & protective works	As per the site requirement
6	Terrain	Hilly

C. Scope of work

The scope of work will broadly include”

1. Survey and geo-technical investigation
2. Design, engineering, financing, procurement and construction of zip lining towers and zip lining along with accessories.
3. Prepare the drawings and plans and obtain approval from F&ED, at its own cost.
4. Acquire necessary permission for commencement of the construction, at its own cost.
5. Commence the work, at its own cost, under the full time supervision of technical staff from the firm along with departmental officers and staffs.
6. Provide all **maintenance requirements for the period of two years** including all expenses from the date of obtaining the completion certificate. The training to operate the zip lining is also to be provided successfully prior to obtaining the completion certificate.
7. The design should include safeguards against seismic forces as per the guidelines of Bureau of Indian standards on earthquake and also include protection against slides or any damages.
8. The work shall be completed within **five months** from the date of commencement of work under this RFP. In the event of delay in completion of the project, penalty of 0.5% on Project cost per month or part thereof will be levied by the department on the developer awarded the contract.

D. Eligibility of the bidders

1. The bidder should be either a company registered under companies Act 1956/2013 or LLP firm under Limited Liability Partnership Act, 2008 or partnership firm under Partnership Act, 1932.
2. The bidder should be at least two years old company.
3. The company should have minimum audited turnover of Rs. 1 crore in the last financial year.
4. The company should have at least 6 ziplines developed that are above 100m and has developed at least 3 projects in similar terrain to Sikkim or any similar works carried in NE states of India and Nepal.
5. Preferences shall be given to firms having membership in Adventure Tour Operators Association of India (ATOAI) and/or any of the foreign associations like European Ropes Course Association (ERCA), Professional Ropes Course Association (PRCA).

E. Schedule of Bidding Process

Sl. No.	Event	Tentative Timeline	Remarks
1.	Advertisement/ download of RFP	October 2022	
2	Submission of bids	19.10.20222 to 14.11.2022 From 10.30am to 4pm in working days	Due to the constraint in time limit, the work needs to be completed within this financial year Feb 2022-23.
3	Date of site visit	Within the 7 days from the date of advertisement in the websites.	The company may visit the site for better understanding and submit the bid.
4	Opening of technical bid and financial bid	One or two working days after the closure of submission of bidding date or as and when decided by the department. Tentative date: 16.11.2022	
5.	Presentation of Design concept, if required by the department.	Next working day after the opening of bids or date fixed by F&ED	
6.	Issue of Letter of Award (LoA)	To be intimated to successful bidder.	
7.	Signing of contract	Within 10 days of issue of LoA.	

CHAPTER II

BIDDING PROCESS

A. Brief description of Bidding Process and Instruction to the Bidders.

1. In this process, the bidders are required to submit only one bid. The bid is to be submitted into two (2) parts, viz
2. The bidder is to make payment/ deposit Rs. 10,000/- in the form of NEFT as tender form cost in the following details:

Part 1: Technical Bid

Part 2: Financial Bid

Bank: HDFC Bank Ltd

Branch: Gangtok

A/C Name: Transit Account for Receipt

A/C No. 50100564325872

IFSC: HDFC0001455

The details of the payment made may be printed out and submit inside along with 'bid security' TDR in Envelope 1A (Details of envelopes to be submitted given below in Sealing and Marking of Bids.

3. The bidder is required to deposit, a bid security of Rs. 2 lacs only along with the bids, by way of TDR in the name of DFO, Environment & SC, South, Forest & Environment Department, Government of Sikkim. The TDR should be from nationalised bank, refundable not less than 180 days from bid due date, except in the case of the selected bidder whose bid security shall be retained till completion of the work. The selected bidder will have to provide bank guarantee and the validity period of the bid security, shall not be less than 180 days from the bid due date.
4. The department, in writing, will request the selected bidder to provide a new valid bid security (TDR) upon expiry of the validity of TDR submitted as bid security in the initial stage.
5. The bidders are invited to submit Technical bid and financial bid for the Project. The bids will be basis for evaluation and for eventual contract negotiations, and ultimately, the signature of the contract with the selected bidder.
6. The bidders are requested to submit their bids in English language.
7. The cost of preparing the bid, including site visit and F&ED office, are not reimbursable and department is not bound to accept any of the bids submitted.

B. Sealing and Marking of Bids.

1. Envelope 1 shall be sealed and shall contain Envelope 1A, Envelope 1B, Envelope 1C & Envelope 1D.
2. Envelope 1 shall be sealed and clearly bear the identification "Request for Proposal: project name as mentioned" and the name and address of the bidder from the outside cover and contain all the envelopes mentioned in sl. No. 1.
3. Envelope 1A shall be sealed and bear the identification "Bid security" and shall contain Bid security Bank guarantee TDR in with a cover letter for bid security. It should also contain printed document related to payment made for cost of tender form apart with Bid security.

4. Envelope 1B shall be sealed and bear the identification “Technical Bid” and shall contain all the Annexures viz I, II, III along with drawings and methodology of execution.
5. Documents to be submitted for supporting claims in Annexure III should be enclosed in an envelope with identification as “ Annexure III” and put inside Technical Bid (Envelope 1B)
6. Envelope 1C shall be sealed and bear the identification “Financial Bid” and shall contain Annexure IV along with detailed estimate/ financial forecast.
7. The sealed envelope *should reach the following address* within stipulated time.

**Office of Joint Director
Environment & Soil Conservation Circle
Forest & Environment Department
Government of Sikkim
Deorali, Gangtok, Sikkim – 737102**

8. If the envelopes are not sealed and marked as instructed above, the department assumes no responsibility for the misplacement or premature opening of the contents of the bid and consequent losses, if any, suffered by the bidder.
9. Bids submitted by fax, telex, telegram or email shall not be entertained and shall be rejected.

Bid Due date

1. The Bids should be submitted before 3 pm on the bid due date at the address provided above.
2. Bids received by the department after the specified time on bid due date shall not be accepted and considered disqualified.

C. Technical Evaluation score matrix

Evaluation sheet for technical bid and financial bid.

Sl. No.	Criteria	Weight
1	Experience of bidder	
	Constructed >5 zip linings of more than 100m	30
	Constructed 3-5zip linings of more than 100 m	15
	Less than 3 zip linings of more than 100m	10
2	Financial capacity	
	Audited Turnover (last year)	
	Upto 50 lakhs	10
	Over 50 lakhs and up to 1 crore only	20
3	Power Point presentation with drawings	20
4	Member of ATOAI or PRCA	10
5	Zip lining works carried out in similar site condition (river crossing) and similar terrain like Sikkim. The quantity may be specified along with supporting documents.	20
6	Cost effectiveness	
	Least cost as per the requirement	20
	Highest cost as per the requirement	0

D. Payment

The work is to be completed in five months only. Therefore, payment to the successful bidder shall be made after the completion of the work only

E. Terms and Conditions

1. The work shall be supervised full time by the technical staff/ officer of the firm during the construction. The firm shall also take responsibility of the maintenance of the work for 2 years after its operation including the travel cost.
2. The firm shall also provide training to carry out ziplining after completion of work.
3. No individual/ firm does not accrue any right to claim for any kind of Govt. Jobs whatsoever by the persons involved in the work.
4. All persons engaged in the work shall not have any liabilities to the department in the event of any unnatural death, accrued death or any kind of injuries/ illness caused during the course of works.
5. The persons/ firm engaged in the work or their legal/natural representatives, successors/heirs shall not have any right and privileges to claims for compensation or appointment on compassionate ground in the unlikely event of unnatural death/accrued death to the department.
6. The firm/ organisation/ contractor who is executing the work, shall be held liable for the event of unnatural death, accrued death or any kind of injuries/ illness caused arising out of and in course of his employment. The same shall be implemented during its operation after completion of the work.
7. The firm shall ensure good quality work and also ensure use of good quality materials to avoid any casualties/ death to any person or injury to any person. Failure to comply the same and in the event of such casualties or injury be held liable to the executing firm.
8. That during the period, the persons engaged in the project shall not divulge/ involve any detail of the design and photograph to any other organization/institution/ person or persons without the prior permission/ order from the competent authorities of the department.
9. The firms shall comply all the details mentioned in Annexure IV
10. That notwithstanding anything contain in the Terms of Reference, the department shall have every right and authority rescind the agreement or terminate the agreement period before the expiry of the present terms in the interest of the department and in the interest of public during the sustenance of work without assigning any reasons or whatsoever.

TECHNICAL BID: Annexure I : Sample for Bids

Letter Comprising the bid

Date: _____

To,

CCF (E&SC)
F&ED
Govt. of Sikkim
Deorali, Gangtok 737102

Sub: Bid for Zip Lining activity for the project “Development of Biodiversity Park and Open Butterfly garden along with other activities and research node at Kitchudumra, South Sikkim”

Sir/ madam,

1. With reference to your RFP document dated _____, we, having examined the RFP document and understood its contents, hereby submit our Bid for the aforesaid project. The bid is unconditional and unqualified.
2. We acknowledge that F&ED will be relying on the information provided in the bid and the documents accompanying such bid for the aforesaid Project, and we certify that all the information provided in the Bid and in the Annexes are true and correct, and contains no misleading information, and all the documents accompanying such bid are true copies of their respective originals.
3. We shall make available to F&ED any additional information it may find necessary or require to supplement or authenticate the Bid.
4. We acknowledge the right of F&ED to reject our Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
5. WE certify that in the last three years, we have neither failed to perform on any contract, or being penalised for not carrying out the work as per the contract or have had any contract terminated by any public authority for breach on our part.
6. We declare that we have not directly or indirectly engaged or indulged in any corrupt practice or any undesirable practice in respect of any tender or request for proposal issued by or any agreement entered into with F&ED or any public sector or government authority.
7. We certify that the work if assigned to us, through proper bidding process, will be carried out as per the Bid and ensure good and satisfactory work.
8. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by F&ED in connection with the selection/ bidding process itself, in respect of the above mentioned project and the terms and implementation thereof.
9. We agree and undertake to to abide all the terms and conditions mentioned in this RFP document.

In witness thereof, we submit this Bid under and in accordance with the terms of the RFP document.

Yours sincerely

Signature, name and designation of the Authorized signatory
Name and seal of the Bidder

Annexure II

Details of the Bidder

1. Name:
2. Address of the registered company:
3. Date of registration and or commencement of business:
4. Brief description of the company with reference to this work:
5. Details of the individual (s) who will serve as the point of contact/ Communication for F&ED
 - a. Name:
 - b. Designation:
 - c. Company:
 - d. Address:
 - e. Telephone No.:
 - f. Mobile No.:
 - g. Email address
 - h. Fax No.:
6. Particulars of the authorised signatory of the Bidder:
 - i. Name:
 - j. Designation:
 - k. Company:
 - l. Address:
 - m. Telephone No.:
 - n. Mobile No.:
 - o. Email address
 - p. Fax No.:
7. Has the company been barred to participate in any tender process by Govt/ Public sectors?
Y/N
8. Has the company completed all the works assigned to it till date, through bidding process and as per the contract signed?
Y/N

Signature and name of the
authorised signatory

Annexure III: Bidder Criteria

To enclose all documents related to the following by the Bidder in envelope marked as Annexure III and enclose in Envelope 1B only.

Sl. No.	Particulars- supporting documents to be submitted
1	Experience of bidder
a.	Constructed >5 zip linings of more than 100m
b.	Constructed 3-5zip linings of more than 100 m
c.	Less than 3 zip linings of more than 100m
2	Financial capacity (Audited Turnover for last year)
a.	Up to 50 lakhs
b.	Over 50 lakhs and up to 1 crore only
3	Member of ATOAI or PRCA
4	Zip lining works carried out in similar site condition (river crossing) and similar terrain like Sikkim.
5	Copy of Company's registered valid licence.

Financial Bid

Letter comprising the financial bid

Date:

To,

Sub: Financial Bid for Zip Lining activity for the project “Development of Biodiversity Park and Open Butterfly garden along with other activities and research node at Kitchudumra, South Sikkim”

Sir/ madam,

With reference to your RFP, we hereby submit the financial forecast amounting to Rs. _____ only for the zip lining work.

Enclosed detail estimate as per the approved SoR 2020.

Yours sincerely

Signature, name and designation of the Authorized signatory
Name and seal of the Bidder