

**SHORT TENDER NOTICE**

Sealed Tenders are invited from Consultant Accredited by Quality Council of India for hiring consultancy services for FCA Case Phase-II construction of upcoming Dr.Radhakrishnan Government Medical College campus (Hamirpur) at Jol Sappar. Interested Accredited Consultant may purchase tender document from this office on all working days from 10/07/2023 to 17/07/2023 during office hours, on cash payment of Rs.500/- at counter and Rs.600/- by post per form tender. An E.M.D. of Rs.25,000/-(Rupees Twenty five thousand only) has to be furnished by way of FDR duly pledged in favour of Principal, Dr. RKGMC Hamirpur (HP) along with the sealed tender. Tender form without EMD will out rightly be rejected. **The tender form can be viewed & downloaded from the college website <http://www.rgmchamirpur.org/>.** Filled tender form should be submitted as per schedule given hereunder:-

- |  |   |                           |
|--|---|---------------------------|
| 1. Date of submission of Tender document | : | 17/07/2023 up-to 05:00 PM |
| 2. Date of opening of Tender             | : | 18/07/2023 at 11:30AM     |

In case any date mentioned above happens to be a holiday next day will be considered as due date. This Medical College reserves the right to accept or reject any tender without assigning any reason there for.

  
Additional Director (Admin.)  
Dr.RKGMC Hamirpur (HP)

Endst.No. As above/HMR/2023-10837-41  
Copy to:-

Dated, Hamirpur 07/07/2023

1. The Director, Information & Public Relation Department Himachal Pradesh, Shimla for wide publicity in the leading Hindi & English NEWS papers before 10/07/2023. It is requested that a copy of publication may please be supplied to this office.
2. The Director Medical Education & Research, HP Shimla-171009 for information please.
3. Principal, Dr. RKGMC Hamirpur for information and necessary action.
4. Information Technology Administrator, IT Section, IGMC Shimla for information with the request to upload the same on the website of this medical college.
5. Notice Boards Medical College, Hamirpur.

  
Additional Director (Admin.)  
Dr.RKGMC Hamirpur (HP)

## **TENDER DOCUMENT**

**HIRING OF CONSULTANCY SERVICES FOR FCA CASE PHASE-II CONSTRUCTION  
OF UPCOMING DR.RADHAKRISHNAN GOVERNMENT MEDICAL COLLEGE CAMPUS  
(HAMIRPUR) AT JOL SAPPAR**

LAST DATE FOR RECEIPT OF BID	UPTO 05:00 PM ON 17/07/2023
BID OPENING DATE	18/07/2023 AT 11:30 AM

**Additional Director (Admin.)  
Dr. RKGMC, Hamirpur-HP**

TEL No. 01972-222999  
COST OF TENDER DOCUMENT  
AT COUNTER RS.500/-  
BY POST RS. 600/-



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## 1. SCOPE OF WORK:-

To prepare and submit the forest land diversion case/proposal, online as well as offline as per Ministry of Environment, Forest & Climate Change guidelines mode for construction of upcoming new Medical College at Jol Sappar, District Hamirpur, to the GoI/GoHP/Forest Department as per provisions of FCA, 1980 as well as the rules and administrative instructions related thereto as are made applicable by the GoHP as well as the Forest Department of GoHP from time to time as under.

- a) Verification of Revenue Record with forest & Revenue department with marking of forest & Non-forest land and printing of Revenue record with six sets.
- b) Preparation of FCA case with all checklists with seven sets of proposal folders including Muck Management plan, Cost Benefit analysis and uploading the FCA case on MoEF Portal, removal of objections, obtaining Acknowledgement and monitoring of FCA case at DFO, CF and Nodal Office level, Site visit with officers/officials of concerned departments up to stage-1.
- c) Conducting survey & Contouring with total Station with electronic method at the interval of one meter contours and converting into CAD file and same will be printed in six sets.
- d) Providing and fixing Burji/Mark at site at every corner or visibility to next Burji point with colour and writing the coordinates on the burji.
- e) Conducting the Tree enumeration as per site condition for cutting & Non-cutting trees.
- f) Collection of Eco Sensitive Zone Certificate from wild life sanctuary, collection of all NOCs from various departments like IPH, HPPWD & HPSEVL etc.
- g) Preparation of Architectural Master Plan with all components to be specified on the Master Plan as per the requirement of User Agency and feasibility of master plan should be got approved from Government Agency.
- h) Preparation of Power Point Presentation generation of online Challan, submission of stipulation and Compliance Report for Stage-II and making coordination with Nodal Officer for sending the case to Hon'ble Supreme Court for relaxation.

## 2. GENERAL TERMS AND CONDITIONS:-

- (i) Bidders are requested to study the Bid Document and terms & conditions carefully. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
- (ii) The bidder intending to participate in the bid should first ensure that they fulfill all the eligibility criteria as prescribed under the terms and conditions; otherwise, the bid will be summarily rejected.
- (iii) The bid should be complete in all respects, with all documents duly signed by authorized person.





- (iv) The bid along with other requisite supporting documents should be submitted in sealed envelopes only, addressed to "Principal, Dr.Radhakrishnan Government Medical College Hamirpur, District (HP).The envelop should be duly subscribed "Proposals for providing consultancy services for obtaining FCA Clearances under FCA,1980."
- (v) Open bids or unsigned bids shall be rejected out rightly.
- (vi) Tender must be enclosed in a properly sealed envelope addressed to the Principal Dr.RKGMC, Hamirpur HP. The tender must contain both **Technical as well as Financial bid in the separate envelopes**. The envelope must be super scribed as **"for hiring consultancy services for FCA Case for the Phase-II construction of upcoming new medical college campus at Jol Sappar"** and can be submitted by post or personally in the o/o Principal, Dr. RKGMC, Hamirpur on or before **17/07/2023** up-to 5:00PM. For any query regarding tenderer may contact Principal, Dr. RKGMC, Hamirpur, HP, personally on phone No.01972-222999.
- (vii) The Bid submitted by post or courier shall be considered only if the same is actually received before the specified date and time.
- (viii) The fee quoted for execution of the work in the financial bid shall be inclusive of all taxes and other expenses to be incurred by the bidder while performing the work if awarded. These expenses shall include transportation expenses, boarding & loading exp.& misc exp.to be incurred by the bidder.
- (ix) The name of the bidders with registered address should be mentioned in the bid, along with supporting proof of identity and address.
- (x) The bidders should possess a valid Udyog Aadhar Number or Udyam number as issued by the Competent Authority and a self-attested copy of same must be enclosed with Technical Proposal.
- (xi) The bidders should have a valid PAN and GST Number and copies of the same should be enclosed along with the Technical bid.
- (Xii) The bidders should have a registered office within India and having valid licence from appropriate authority for FCA cases within India.
- (xiii) The bidders should have average Rs.25,00,000/-(Rupees Twenty five lakh only) turnover for three preceding financial year.
- (xiv) The bidders should be having past experience of at least 3 cases completed by him on FCA portal pertaining to the State of Himachal Pradesh in last 5 years. Out of three cases at least one case should be of any Government Department/Agency. Performance Certificate(s) in respect of such cases, as issued by the concerned user department/agency must be enclosed with the Technical bid as per Annexure "I".
- (xv) The bidders should not have been blacklisted, terminated and debarred in the past by any Govt.deptt/other agencies. The bidders is required to enclose a declaration for the same with the Technical bid.
- (xvi) The successful bidder shall attend the Gram Sabha of concerned panchayat and will assist the Panchayat to issue NOC of Gram Panchayat/Forest Right Committee (FRC) in favour of the user agency as required for FRA and FCA of assigned projects.


**3. OTHER CONDITIONS:-**

(i) The successful bidder shall within seven days of receiving of the work order, provide/ furnish a check list of all documents/papers as per requirement of MOEFC, to the user agency for the purpose of completion of documentation formalities for submission uploading of the application in the portal of GoI/GoHP/Forest Department. In case he fails to provide the said list to the user agency within the aforesaid period, the work order so issued to him shall be terminated and the work shall be offered to the L-2 bidder after negotiation and his performance security shall also be forfeited.

(ii) The progress of the consultant shall be observed by the undersigned regularly and if at any stage, the undersigned observes that the progress of the consultant is not satisfactory the work order awarded to him shall be terminated and the work shall be offered to L-2 bidder.

(iii) The Principal, Dr. Radhakrishnan Govt. Medical College Hamirpur reserves the right to accept or reject any tender whole or in part thereof, without assigning/specifying any reason thereof.

(iv) The Principal, Dr. Radhakrishnan Govt. Medical College Hamirpur reserves the right to modify any or all of the conditions in the Tender document, prior to the date of submission of the Bid, by issuing an amendment in writing. Such amendments will be binding on all the bidders.





**4. CRITERIA FOR SELECTION:-**

The technical bidders are of qualifying nature. The bidders who provide complete information, fill the technical bid form on annexure-A and enclose all the required valid documents shall stand qualified for opening of their financial bids. The technical proposals as received up to the last date and time shall be opened and evaluated by the Committee formed for the purpose. The Committee shall evaluate the "technical bids" and shall thereafter open the "Financial bids" in respect of those bidders, only, whose technical bids stand qualified.

After opening of the financial bid of the technically qualified bidders, the fee quoted by them to execute the assignments as per scope of work shall be the criteria for selection of lowest bidder. The fee quoted by them to execute the assignments as per scope of work shall be the criteria for selection of lowest bidder. The fee so quoted by L-1 shall, however, be subject to negotiation by the tender Committee.

**5. TERMINATION OF AWARD:**

The Principal, Dr. Radhakrishnan Govt. Medical College Hamirpur without prejudice to any other remedy for breach of terms of the work order, may, be giving 7 days' notice of default, in writing, to the Consultant, cancel the work order in whole or in part thereof:

- i) If the bidder fails to provide the facilities mentioned above, within the specified time-period.

And/OR

- ii) If the performance or the service rendered by the successful bidder is found to be unsatisfactory,

And/OR

- iii) If the successful bidder fails to perform any other obligation(s) under the work order.



## 6. FEE EARNEST MONEY:-

- i) The Tender Document can be obtained from this office or can be downloaded from the college website <http://www.rgmhamirpur.org/>. The cost of download tender form should be enclosed in shape of DD payable in favour of Principal, Dr.RKGMC Hamirpur along with submission of tender document, if tender cost is not attached by the prospective bidder, the tender will be rejected straightway.
- ii) EMD amounting of Rs.25,000/-(Rupees Twenty five thousand only) in the shape of FDR pledged in favour of Principal, Dr.RKGMC Hamirpur shall be invariably be enclosed with technical bid (Annexure-A)
  - (a) Bid found submitted without EMD or short EMD or not in the form specified above will be rejected straightway.
  - (b) The EMD of the unsuccessful bidders shall be returned, without interest, after finalization of the bidding process and issuing of the work order to successful bidder.
  - (c) The EMD of the successful bidder shall be returned, only after he/she submits performance Guarantee to the Principal, Dr.RKGMC Hamirpur (HP).

## 7. PERFORMANCE GUARANTEE:-

- (i) The successful bidder shall have to furnish a Performance Guarantee amounting to **Rs.25,000/-(Rupees Twenty five thousand only)** in form of FDR or Bank Guarantee duly pledged in favour of the Principal, Dr. Radhakrishnan Govt. Medical College Hamirpur(HP), within five days after award of the work order. In the event of non-submission of the specified amount as Performance Guarantee, within the allotted time frame, the work order so awarded shall be liable to be cancelled without prior notice.
- (ii) The aforementioned FDR/Bank Guarantee should be valid for a period of six months beyond the date of completion of the work(s). In case of extension of the work order, the FDR/Bank Guarantee so furnished shall have to be renewed and extended accordingly.
- (iii) The performance Guarantee shall be refunded to the bidder only after successful completion of the specified work(s).
- (iv) Any lapse on part of the bidder to abide by the terms and conditions of this tender document or to provide services to the satisfaction of the Department would result in the cancellation of the work order and lapse of the performance guarantee.

NOTE:-BIDDER must go through these terms and conditions very carefully and put his signatures along with stamp on every page of tender document, in token of acceptance of these terms and conditions.

8. **PAYMENT SCHEDULE:-** The payment(s) in lieu of the job/assignment to be performed by the successful bidder shall be payable as per the following schedule:

Sr.No.	Amount (in % age of the agreed amount after negotiation)	Description
1	25%	After online submission of FCA case
2.	25%	After submission of FCA case at DFO level
3.	25%	As case reach up to Nodal Office
4.	15%	On stage one approval of FCA case
5	10%	On final approval of FCA case

*[Handwritten Signature]*  
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**9. PANALITY CLAUSE:-**

- (i) The successful bidder shall within two days of receipt of the work order, provide a list to the user department of all the documents required by him to submit the case on FCA Portal for each case individually.
- (ii) The user department shall provide the requisite documents to the successful bidder at the earliest possible under intimation to the undersigned.
- (iii) After receipt of the documents by the successful bidder from the user department the bidder shall upload these documents on the FCA portal within thirty days of such receipt. If the bidder fails to do so, a penalty of Rs.5,000/- per week shall be charged from him for every week of such delay beyond thirty days.
- (iv) In case any objections/observations to the proposal so submitted/uploaded on the FCA portal by the Successful Bidder are raised by the GoI/GoHP/Forest Department, the same shall be attended and fully resolved by the bidder within ten days of receiving such observation/objections. In case the successful bidder fails to do so, a penalty amounting to Rs.500/ for every day of such delay shall be deducted from his bill. In case additional documents/information is required by the successful bidder from the user department, to address such objections/observation, he shall convey the same, in writing, to the user department within 10 days failing which a penalty amounting to Rs.500/- for every day of delay shall be deducted. Further, if the successful bidder fails to attend/resolve the issue within 10 days of receipt of document/information received from the user department, a penalty of Rs.500/- per day shall be deducted from his bill.
- (v) After supply of the documents to the successful bidder by the user department, as per list given by him and before uploading of such documents on the portal of the GoI/GoHP/Forest Department by him, if, there is a change in the earlier selected site due to any reasons, what so ever, the bidder shall not be liable to be levied the penalty as mentioned in the sub clause no.(iii) & (iv) above.

Any dispute related to the bidding process, execution of the work and payment of fee etc. shall be settled by the Authority of Dr.RKGMC Hamirpur (HP) whose decision shall be binding on all parties.



## ANNEXURE-A

## CHECK LIST

## TECHNICAL BID

Sr. No.	Description	Yes	No
1.	Name of the Accredited Consultant		
2.	Registered postal address (Proof may be attached)		
3.	Registration No./Udyamn Number (copy may be attached)		
4.	PAN (copy may be attached)		
5.	GSTIN (copy may be attached)		
6.	Whether the bidders have a registered office within India and having a valid licence from appropriate authority for FCA cases within India.		
7.	Whether Experience certificate of consultant at least 3 completed cases		
8.	Whether EMD in shape of FDR and tender document fees attached		
9.	Whether each and every page of tender document signed by authorized person or not		
10.	Whether declaration of non-blacklisting, debarred and termination is attached or not		
11.	Whether certificate of annual turnover for preceding three years attached.		
12.	Whether technical bid and financial bid submitted in sealed envelope separately.		
13.	Whether bidder is provisionally Accredited Forest Clearance Consultant Organizations (FCCO) for Himachal Pradesh by Quality Council of India.		

Signature with stamp/official seal.....

Name:.....

Date:.....

Contact No.....

Email ID.....





## FINANCIAL BID

Sr. No.	Description of Work	Rate	GST	Amount
1	Verification of Revenue Record with forest & Revenue department with marking of forest & Non-forest land and printing of Revenue record with six sets			
2	Preparation of FCA case with all checklists with seven sets of proposal folders including Muck Management plan, Cost Benefit analysis and uploading the FCA case on MoEF Portal, removal of objections, obtaining Acknowledgement and monitoring of FCA case at DFO, CF and Nodal Office level, Site visit with officers/officials of concerned departments up to stage-1			
3	Conducting survey & Contouring with total Station with electronic method at the interval of one meter contours and converting into CAD file and same will be printed in six sets			
4	Preparation of digital map of compensatory afforestation i.e.CA site provided by Forest Department			
5	Providing and fixing Burji/Mark at site at every corner or visibility to next Burji point with colour and writing the coordinates on the burji.			
6	Additional cost for Tree enumeration cutting & Non-cutting trees.			
7	Collection of Eco Sensitive Zone Certificate from wild life sanctuary, collection of all NOCs from various departments like IPH,HPPWD & HPSEBL etc.			
8	Preparation of Architectural Master Plan with all components to be specified on the Master Plan with consultation of User Agency			
9	Preparation of Power Point Presentation generation of online Challan, submission of stipulation and Compliance Report for Stage-II and making coordination with Nodal Officer for sending the case to Hon'ble Supreme Court for relaxation			


Signature of the bidder

Name:.....

Date:.....

Contact No.....

Email ID.....


  
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## Annexure "I"

## CERTIFICATE

Certified that Mr./Mrs/M/s.....  
having Udhyam Number.....PAN.....  
GST.....has provide consultancy services to this office  
/ department w.e.f.....to..... and has prepared and submitted  
.....number of cases of FCA portal online /offline mode for obtaining FCA clearance from  
the GoI, GoHP and Forest Department.

Name and Designation of the.....  
Head of Office/Department.....  
Name of Department/Organization.....  
Address.....  
Contract No./email.....

