

BID DOCUMENT

**REQUEST FOR PROPOSALS (RFP)
FOR**

**SELECTION OF REPUTED INTERNATIONAL/NATIONAL
CONSULTANCY FIRMS/ORGANIZATIONS/CONSORTIUM/JOINT
VENTURES (JV) FOR CONDUCTING CONSULTANCY WORK OF
“PREPARATION OF DETAILED PROJECT REPORT (DPR) FOR
SETTING UP AN INTEGRATED BAMBOO PARK IN TRIPURA”**

**NIe-RFP No: 01/TBM/I&C/2023-24
NOVEMBER, 2023**

**TRIPURA BAMBOO MISSION
DEPARTMENT OF INDUSTRIES & COMMERCE
SHILPA UDYOG BHAVAN, KHEJURBAGAN,
AGARTALA, TRIPURA (WEST)
PIN – 799006**

(Visit us at <https://tbn.org.in/>)

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NOTICE INVITING e-REQUEST FOR PROPOSAL

(SECTION-I)

Electronic Bids (Request for Proposal) are hereby invited by the Mission Director, Tripura Bamboo Mission (TBM), Agartala under two bid e-procurement system for Selection of reputed international/national Consultancy Firms/Organizations/Consortium/Joint Ventures (JV) for conducting Consultancy work of “Preparation of Detailed Project Report (DPR) for Setting up an Integrated Bamboo Park in Tripura”

| | | |
|-----|---|--|
| (a) | e-RFP No | 01/TBM/I&C/2023-24 |
| (b) | Name of work | Selection of reputed international/national Consultancy Firms/Organizations/Consortium/Joint Ventures (JV) for conducting Consultancy work of “Preparation of Detailed Project Report (DPR) for Setting up an Integrated Bamboo Park in Tripura” |
| (c) | Details of Website where e-RFP Paper is available | https://www.tripuratenders.gov.in |
| (d) | E-RFP Publishing date and time | 25/11/2023 at 11:00 A.M |
| (e) | e-RFP Cost (Non-Refundable) | Rs. 5000.00 (Rupee Five thousand only) is to be paid electronically over the online payment facility provided in the portal any time after Bid submission Start Date and before Bid Submission End Date and Time. |
| (f) | Earnest Money Deposit (EMD) | Rs. 50000.00 (Rupees Fifty Thousand only) is to be paid electronically over the online payment facility provided in the portal any time after Bid submission Start Date and before Bid Submission End Date and Time. |
| (g) | Date of Pre Bid Consultative Meeting (Online) | Pre Bid meeting will be held on 27/11/2023 at 11:00 A.M in online mode. Interested bidders are requested to follow the link below for joining the meeting https://meet.google.com/puo-skjg-ymv |
| (h) | Receipt/Opening of Electronic Bids | Electronic Bid will be received up to 19/12/2023 on 5:00 P.M in the website https://www.tripuratenders.gov.in . The Bid will be opened by authorized officers on 20/12/2023 at 11:30 AM , if possible. |
| (i) | Place of opening of e-RFP | Conference Hall, Directorate of Industries & Commerce, Shilpa Udyog Bhavan, Khejurbagan, Agartala, Tripura (West) |
| (j) | Completion of work. | As mentioned in the Terms of Reference (TOR) |

2. To participate in the e-RFP process the Bidder/Applicant has to register with the NIC portal i.e. <https://tripuratenders.gov.in>. Interested bidders may download the e-RFP document from the website and upload the complete electronic RFP documents in the website <https://tripuratenders.gov.in> after the online Pre-Bid consultative meeting. The firms desirous of applying for undertaking this work should meet all criteria as per e-RFP enquiry.

3. Bidders should upload e-RFP form and their bids along with scanned copy of submitted EMD, duly signed relevant papers etc. as detailed in the e-RFP document on the website <https://tripuratenders.gov.in> before closing date & time.

4. In case of any un-scheduled holiday(s) or occurrence of some event beyond control of the purchaser on the day of opening, the e-RFPs will be opened on the next working day at the same time.

Mission Director
Tripura Bamboo Mission

SECTION – II

INSTRUCTION TO BIDDERS & GENERAL CONDITIONS OF CONTRACT

1. INTRODUCTIONS

e-RFP in 2(two) bid system is hereby by the Mission Director, Directorate of Industries & Commerce (I & C) for conducting Consultancy work of “Preparation of Detailed Project Report (DPR) for Setting up an Integrated Bamboo Park (IBP) in Tripura”.

2. OVERALL OBJECTIVES

Preparation of Detailed Project Report for setting up an Integrated Bamboo Park in Tripura under Tripura Bamboo Mission by undertaking detailed engineering and architectural design and assisting in the bid management process for selecting the firm/s for actual construction of the IBP.

3. TERMS AND CONDITIONS

- 3.1 Bidding will be conducted through the Competitive Bidding procedures (separate submission of technical and financial bids) as laid down in the General Financial Rules, 2017, and is open to all eligible Bidders as defined in the RFP.
- 3.2 The complete details for the RFP can be downloaded from the Public Procurement Portal of Government of Tripura at <https://tripuratenders.gov.in/nicgep/app>. Interested bidders are advised to regularly visit the websites in order to update themselves with regard to any change or additional information related to the RFP.
- 3.3 Bids must be uploaded the Public Procurement Portal of Government of Tripura at <https://tripuratenders.gov.in/nicgep/app> as specified in the Request for Proposal (RFP) below. Bids received after the stipulated date and time as specified at para 4 will be summarily rejected.
- 3.4 The Department of I & C will hold an online pre-bid meeting with the prospective bidders through the below link <https://meet.google.com/puo-skjg-ymv> as specified at para 4.
- 3.5 The bidders who do not qualify the eligibility conditions shall forthwith be rejected and their financial bids shall not be opened.
- 3.6 The method of selection is Quality cum Cost Based System (QCBS), Technical – 70% and Financial – 30%.
- 3.7 The Earnest Money Deposit (EMD) of INR 50,000/- (INR Rupees Fifty Thousand only) is to be paid electronically over the online payment facility provided in the portal any time after Bid submission Start Date and before Bid Submission End Date and Time. Bids without EMD will not be considered.
- 3.8 All bids will remain valid for 180 days from the date of submission.
- 3.9 The Tripura Bamboo Mission reserves the right to solicit any additional relevant information from Bidders individually and collectively.
- 3.10 The Tripura Bamboo Mission reserves the right not to accept bid(s) from agency (ies) resorting to unethical practices or on whom investigation/enquiry proceedings have been initiated by

Government investigating Agencies/Vigilance Cell.

- 3.11 The timeline/schedule of deliverables will be decided as the TOR given in Section-III of this e-RFP document. Bidder should complete the job/activities as per the timeline of the TOR.
- 3.12 A consortium of maximum three Associate/ JV Partner(s) is permissible.
- 3.13 All information contained in the RFP document, or provided in subsequent discussions or disclosures, is proprietary and confidential. No information may be shared by the bidder with any other organizations /agencies.
- 3.14 The Agency selected will not use its name, logo or any other information/ publicity on content created under the scope of work as spelt out in Section-III of the RFP on any platforms of the Tripura Bamboo Mission.
- 3.15 The firm will ensure data protection (secrecy) and ensure that no data is leaked to any person not authorized by the Department.
- 3.16 Interested and eligible Bidders may obtain further information/clarification regarding the study to be undertaken from the concerned officer of **Tripura Bamboo Mission (TBM), Shri Subhash Chandra Das, Additional Mission Director, Shilpa Udyog Bhavan, Khejurbagan, Agartala. Email Id: tripurabamboo@gmail.com.**

4. SCHEDULE AND CRITICAL DATES

The tentative schedule and critical dates are shown below:

| Sl. | Event | Date |
|-----|--|---|
| 1 | Tentative date of uploading of RFP in portal | 25/11/2023, 11:00 AM |
| 2 | Pre Bid Meeting (online mode) Link: https://meet.google.com/fvi-jpdj-kve | 27/11/2023, 11:00 AM |
| 3 | Date for publication of response to the queries raised during pre-bid meeting | 29/11/2023, 05:00 PM (tentative) |
| 4 | Last date of submission of bids | 19/12/2023 up to 5:00 PM |
| 5 | Last date of submission of EMD | EMD to be submitted online in the Portal |
| 6 | Opening of Technical Bids | 20/12/2023 at 11:30 AM (tentative) |
| 7 | Date of Presentation by the bidder on understanding of the Project and Concept Development with formulation of the methodology and complete planning for conduct of the study. | 22/12/2022 at 11:30 AM (tentative, to be confirmed over call/email) |
| 8 | Opening of Technical Bids | To be notified later in due course |

Note: The TBM reserves the right to amend the document for RFP, tentative schedule and critical dates. It is the sole responsibility of prospective bidders to go through Public Procurement Portal of Government of Tripura at <https://tripuratenders.gov.in/nicgep/app> from time to time for any updated information.

5. ELIGIBILITY CONDITIONS

The Bidders should fulfill the following eligibility conditions for participating in the Tender/Request for Proposal (RFP). The Bidders should enclose self-certified documentary evidence for fulfilling the eligibility conditions with undertaking that these documents are authentic. The Applicant firm (including JV/Associate partner) shall submit only one application, in its own name. If an Applicant submits or participates in more than one application, all these applications shall be rejected. It is the sole responsibility of the bidder for the smooth and timely execution of the assigned work.

| SL. | Eligibility criterion | Documentary Proof to be submitted |
|-----|---|--|
| 1. | The bidder should be a reputed international/national Consultancy Firms/ Organizations/ Consortium/ Joint Ventures (JV) have minimum 05 years of existence in India in providing engineering or management consulting service | Copy of certificate of registration |
| 2. | The consultant must have minimum 5 (Five) similar consulting assignments (past completed or ongoing-substantially completed) related to preparing Detailed master plan, Detailed project report/Detailed Engineering Design of Industrial Development Project, SEZ, Theme Park, Industrial Park, Theme based eco-tourism park, single raw material based Industrial Park. | Copies of assignments |
| 3. | The consultant must have minimum 1 (One) similar assignments consulting assignments (past-completed or ongoing-substantially completed) related to in preparing detailed project report/detailed engineering design/feasibility study for bamboo industrial park, integrated bamboo park, bamboo related industry, bamboo related eco-tourism park. | Copy of assignment |
| 4. | The consultant must have minimum 1 (One) similar assignments consulting assignments (past-completed or ongoing-substantially completed) related to preparation of supply chain development plan, business plan, business modelling, sustainability analysis, resource mobilization plan in areas of bamboo industrial park, integrated bamboo park, bamboo related industry, bamboo related eco-tourism park., industrial development project, SEZ, theme park, industrial park, theme based eco-tourism park, single raw material based industrial park. | Copy of assignment |
| 5. | The Applicant must have a minimum average annual turnover of Rs. 05.00 Crore over the last three years (i.e. 2020-21, 2021-22 and 2022-23). | Copy of auditor certificate to be submitted along with the audited report. |
| 6. | A consortium of maximum three Associate/ JV Partner(s) is permissible. | Copy of document |
| 7. | The Applicant should not have been blacklisted by any Government Departments/Agency/ Ministries or PSUs or any multilateral funding agency. | Copy of document |
| 8. | The firm should be registered with appropriate tax authorities for GST, TAN, PAN etc. and should submit valid certificates of registration with these authorities. | TAN, PAN & GST registration certificate |
| 9. | The bidder shall be single point of contact with Tripura Bamboo Mission, Directorate of Industries & Commerce, Shilpa Udyog Bhavan, Khejurbagan, Agartala, Tripura and shall be solely responsible for the execution and delivery of the work. | Self-declaration signed by authorized signatory |

6. COMMERCIAL CONDITIONS

Apart from the above, each bidder is required to fulfill the following terms and conditions:

6.1. Earnest Money

Each bidder is required to submit Rs. 50,000/- (Rupees Fifty Thousand only) as EMD is to be paid electronically over the online payment facility provided in the portal any time after Bid submission Start Date and before Bid Submission End Date and Time. Bids without EMD will not be considered.

- a) Bids not accompanied with EMD shall summarily be rejected.
- b) No bank guarantee will be accepted in lieu of the Earnest Money Deposit.
- c) The EMD of the unsuccessful bidders would be returned after award of the contract. No interest shall be payable by the TBM, Department of I & C for the sum deposited as EMD.

6.2. Performance Bank Guarantee

- a) The successful Bidder shall at his own expense deposit with TBM, Department of I & C, within fifteen (15) working days from the date of issuance of Letter of Intent (LoI), an unconditional and irrevocable Performance Bank Guarantee (PBG) from any scheduled commercial bank to TBM, Department of I & C, payable on demand, for the due performance and fulfillment of the contract by the bidder.
- b) This Performance Bank Guarantee will be for an amount equivalent to 10% of total contract value. PBG shall be invoked by TBM, Department of I & C in the event the Bidder:
 - i. fails to perform the responsibilities and obligations as set out in the RFP to the complete satisfaction of TBM, Department of I & C
 - ii. Misrepresentations of facts/information submitted to TBM, Department of I & C
- c) The performance bank guarantee shall be valid for 3 months post satisfactory completion of the overall engagement/work as stipulated in RFP. In the event of any amendments to Agreement, the Bidder shall within 15 days of receipt of such amendment furnish the amendment to the Performance Guarantee as required.
- d) The performance bank guarantee may be discharged/returned by TBM, Department of I & C upon being satisfied that there has been due performance of the obligations of the bidder under the contract. However, no interest shall be payable on the performance bank guarantee.
- e) In the event of the Bidder being unable to service the contract for whatever reason, TBM, Department of I & C would invoke the PBG. Notwithstanding and without prejudice to any rights whatsoever of TBM, Department of I & C under the contract in the matter, the proceeds of the PBG shall be payable to TBM, Department of I & C as compensation for any loss resulting from the bidder's failure to perform/comply its obligations under the contract. TBM, Department of I & C shall notify the bidder in writing of the exercise of its right to receive such compensation within 40 days, indicating the contractual obligation(s) for which the bidder is in default.
- f) TBM, Department of I & C shall also be entitled to make recoveries from the bidder's bills, performance bank guarantee, or from any other amount due to him, an equivalent value of any payment made to him due to inadvertence, error, collusion, misconstruction or misstatement.
- g) In case the project is delayed beyond the project schedule as mentioned in this RFP, the performance bank guarantee shall be accordingly extended by the Bidder.

6.3. Failure to agree with the Terms & Conditions of the RFP

Without prejudice to above, failure of the successful bidder to agree with the Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event TBM, Department of I & C may award the contract to the next best value bidder or call for new proposals. In such a case, TBM, Department of I & C shall forfeit the EMD of successful bidder.

6.4. Period of Contract

The initial contract period will be as per the timeline mentioned in the TOR in Section-III of this RFP document extendable further on satisfactory performance and on an escalation of 10% above the existing terms & conditions, subject to review of performance. The contract shall come into effect on the date of signing of the contract or work order (whichever is earlier) hereinafter referred to as the 'Effective Date'.

6.5. Prices

- i. All prices must be quoted on unit rate basis in INR along with all applicable charges i.e. professional fee and applicable taxes, duties, etc. (if any).
- ii. The bidder has to ensure that the prices / rates quoted are all inclusive including the manpower support required, procurement of equipment/software for the project execution and continuous support during the entire contract period.

6.6. Amendment of Tender Document

At any time prior to the deadline (or as extended by the TBM, Department of I & C for submission of bids, TBM, Department of I & C for any reason, whether at its own initiative or in response to clarifications requested by prospective bidder may modify the RFP document by issuing amendment(s). All bidders will be notified of such amendment(s) by publishing on the website, and these will be binding on all the bidders. TBM, Department of I & C, at its discretion, may extend the deadline for the submission of proposals.

TBM, Department of I & C may change the scope after the submission of technical bids by the Bidders. In this case, TBM, Department of I & C will release a corrigendum/ clarification and ask the Bidders to resubmit their financial bids only.

6.7. Conflict of Interest

- i. The bidder is required to provide professional, objective and impartial advice and at all times hold the TBM, Department of I & C's interest's paramount, strictly avoid conflicts with other assignment/jobs or their own corporate interest and act without any consideration for future work.
- ii. Without limitation on the generality of the foregoing, Agencies, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:
 - a) **Conflicting Activities:** An Agency or any of its affiliates, selected to provide consulting assignment/job for this project shall be disqualified from subsequent downstream supply of goods or works or services resulting from or directly related to this project.
 - b) **Conflicting Assignment/job:** An Agency (including its affiliates) shall not be hired for any assignment/job that, by nature, may be in conflict with another assignment/job of the

Agency to be executed for the same or for another Employer.

- c) **Conflicting Relationships:** An Agency that has a business or family relationship with a member of the TBM, Department of I & C staff who is directly or indirectly involved in any part of the project shall not be awarded the Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the TBM, Department of I & C throughout the selection process and the execution of the Contract.
- d) Agencies have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of TBM, Department of I & C, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the forms of technical proposal provided herewith. If the Agency fails to disclose said situations and if the TBM, Department of I & C comes to know about any such situation at any time, it may lead to the disqualification of the Agency during bidding process or the termination of its contract during execution of the assignment.

6.8. Payment Schedule

The payment will be released to the bidder as per payment terms mentioned in TOR in Section-III of this e-RFP document on receipt of invoice inclusive of all taxes, based on work achievement and satisfactory performance. The agency will be asked to submit monthly work achievement on Scope of Work for assessment by the TBM, Department of I & C. No advance payment will be made. All payments shall be made in Indian Rupees.

7. PENALTY CLAUSE

- i. The detailed contract/work order will be signed with successful bidder. Any breach in contract/work order will lead to penalty and later termination of the contract. All the documents/ code / application etc. prepared and developed by the bidder will be the property of the TBM, Department of I & C. All designs, reports and other documents submitted by the bidder pursuant to this work order shall become and remain the property of the TBM, Department of I & C and the bidder shall, not later than upon termination or expiration of this work order, deliver all such documents to the TBM, Department of I & C.
- ii. If at any given point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder doesn't fulfill any of the contractual obligations, the TBM, Department of I & C may take a decision to cancel the contract with immediate effect. Further, performance bank guarantee of the agency may also be invoked if the performance of the agency is not satisfactory.
- iii. In case of late services / no services on a specific activity, in which the bidder fails to deliver the services thereof within the period fixed for such delivery in the schedule of TBM, Department of I & C may impose a 1 % of Contract Value as penalty per day and if the work does not achieve the required levels thereafter as mentioned in the Contract/work order, in 4 weeks, the Department of I & C can cancel the contract altogether in addition to invocation of the entire amount of submitted performance bank guarantee. The timeline/schedule of deliverables is mentioned in the Terms of References (TOR).

8. BID SUBMISSION PROCESS

Willing and interested Organizations may submit their two part bid as technical and financial bids as per extant procedure elaborated in this document. The procedure for online submission of bids may be seen below.

8.1. Instructions for Online Bid Submission

The bidders are required to attach soft copies of their bids electronically on the Public Procurement Portal of Government of Tripura using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the Portal for preparing their bids in accordance with the requirements and submitting their bids online on the Public Procurement Portal of Government of Tripura.

8.2. Registration

- i. Bidders are required to enroll on the e-Procurement module of the Public Procurement Portal of Government of Tripura (URL: <https://tripuratenders.gov.in/nicgep/app>.) by clicking on the link "Online bidder Enrolment" on the Portal which is free of charge.
- ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any further communication from the Portal.
- iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (DSC) (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- v. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- vi. Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.

8.3. Language:

The bids are to be submitted in either English or bilingually (English and Hindi). In case of any discrepancy, the bids submitted in English will be treated as final.

8.4. Searching for Tender Documents

- i. There are various search options built in the Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the Portal.
- ii. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the Portal to intimate the bidders through SMS / e-mail in case there is any

corrigendum issued to the tender document.

- iii. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification /help from the Helpdesk.

8.5. Preparation of Bids

- i. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Any deviations from these may lead to rejection of the bid.
- iii. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR /DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iv. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again.

8.6. Submission of Bids

- i. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii. Bidder has to select the payment option as "online" to pay EMD as applicable and enter details of the instrument.
- iv. Bidder should submit the EMD as per the instructions specified in the e-RFP document.
- v. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable.
- vi. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- vii. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the

secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- viii. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- ix. Upon the successful and timely submission of bids (i.e., after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- x. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

8.7. Assistance to Bidders

- i. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for the tender or the relevant contact person indicated in the tender.
- ii. Detailed information useful for submitting online bids on the Portal may be obtained at: <https://tripuratenders.gov.in/nicgep/app>.

9. SIGNING OF BID

The original and all documents of the Bid shall be e-signed by the Bidder.

10. METHOD OF EVALUATION AND AWARDS OF CONTRACT

Bidders are requested to submit the all requisite documents as per Tender Document along with their bids, failing to which the bids are liable for rejection.

10.1. Evaluation Process

- a) TBM, Department of I & C will constitute an Evaluation Committee to evaluate the responses of the bidders.
- b) The Evaluation Committee constituted by the TBM, Department of I & C shall evaluate the responses to the RFP and all supporting documents / documentary evidence. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection.
- c) The decision of the Evaluation Committee in the evaluation of responses to the RFP shall be final. No correspondence will be entertained outside the process of evaluation with the Committee.
- d) The Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their proposals.
- e) The Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.
- f) Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

10.2. Tender Validity

The offer submitted by the Bidders should be valid for minimum period of 180 days from the date of submission of Tender.

10.3. Tender Evaluation

A. Initial Bid scrutiny will be held and incomplete details as given below will be treated as non-responsive. If proposals;

- a) Are not submitted as specified in the RFP document
- b) Received without the Letter of Authorization/ Power of Attorney
- c) Are found with suppression of details
- d) Submitted with incomplete information, subjective, conditional offers and partial offers
- e) Submitted without the documents requested in the checklist
- f) Have non-compliance of any of the clauses stipulated in the RFP
- g) With lesser validity period

B. All responsive Bids will be considered for further processing as mentioned below.

- a) TBM, Department of I & C will prepare a list of responsive bidders, who comply with all the Terms and Conditions of the Tender. All eligible bids will be considered for further evaluation by the Evaluation Committee according to the Evaluation process define in this RFP document. The decision of the said Committee will be final in this regard.

10.4. Evaluation Process

The steps for evaluation are as follows:

Stage 1: Technical Evaluation

- a. TBM, Department of I & C will review the technical bids of the short-listed bidders to determine whether the technical bids are as per the requirements laid down. Bids that are not in accordance with the requirements are liable to be disqualified by TBM, Department of I & C.
- b. The bidders' technical solutions proposed in the bid document will be evaluated as per the requirements specified in the RFP and technical evaluation framework as mentioned in the Section
- c. Bidders will be asked to give a presentation on the understanding of the requirement of the TBM, Department of I & C for media campaign and demonstrate the Proof of Concept for comprehensive media campaign for the TBM, Department of I & C.
- d. Each Technical Proposal will be assigned a technical score out of a maximum of 100 marks. Only the bidders who get a Technical score of 70% or more (prior to normalization) will qualify for financial evaluation stage. Failing to secure minimum marks shall lead to technical rejection of the Bid.
- e. Bidder should also score at least 50% in individual sections of Technical Evaluation as mentioned in Technical Evaluation Framework.

Stage 2: Technical Evaluation Framework

The Bidder's technical solution proposed in the Technical Evaluation bid document will be evaluated as per

the evaluation criteria mentioned in the following table.

| SL | Weight- Criteria/Sub Criteria(s) | Maximum Weight |
|----------------------|---|----------------|
| 1 | Assignment Specific Qualification & Experience | 700 |
| (a) | Technical Competence | 400 |
| (i) | No. of externally aided projects | 100 |
| (ii) | No. of consulting assignments (past and ongoing) related to in preparing detailed project report/ detailed engineering design including master plan, technical feasibility study/necessary surveys and investigations/ detailed working drawings/ good for construction drawings/ bid document preparation etc, along with consideration of due diligence requirements for economic and financial analyses, environment and social safeguards, gender equality and social inclusion, etc., for bamboo industrial park, integrated bamboo park, bamboo related industry, bamboo related eco-tourism park, including aggregation points/ processing and any non-processing areas. | 100 |
| (iii) | No. of consulting assignments (past and ongoing) related to preparing detailed project report/detailed engineering design including master plan, technical feasibility study/necessary surveys and investigations/ detailed working drawings/ good for construction drawings/ bid document preparation etc, along with consideration of due diligence requirements for economic and financial analyses, environment and social safeguards, gender equality and social inclusion, etc, of industrial development project, SEZ, theme park, industrial park, theme based ecotourism park, single raw material based industrial park, including aggregation points/ processing and any non-processing areas. | 100 |
| (iv) | No. of consulting assignments (past and ongoing) related to preparation of supply chain development plan, business plan, business modelling, sustainability analysis, resource mobilization plan in areas of bamboo industrial park, integrated bamboo park, bamboo related industry, bamboo related eco-tourism park. industrial development project, SEZ, theme park, industrial park, theme based eco-tourism park, single raw material based industrial park, including aggregation points/ processing and any non-processing areas. | 100 |
| (b) | Financial Competence | 150 |
| (i) | Cumulative average annual turnover for last 3 years of the firm/consortia | 75 |
| (ii) | Total consulting value of similar nature for last 10 years of the firm/consortia | 75 |
| (c) | Management/ Organizational Competence | 100 |
| (i) | Proposed project team | 20 |
| (ii) | Lead firm's standard compliance competence | 40 |
| (iii) | Lead firm's or associate/ JV partner's organizational management competence | 40 |
| (d) | Geographical Competence in Similar projects | 50 |
| (i) | Specific work experience in India | 20 |
| (ii) | Specific work experience in Tripura, or other North Eastern states or hill states / Himalayan areas | 30 |
| 2 | Comments on Terms of Reference | 100 |
| 3 | Understanding of the Project and Concept Development | 100 |
| TOTAL (1+2+3) | | 1000 |

Note: Proposal obtaining a score of 600 or more marks will be declared as technically qualified proposal for opening of their financial bids.

The Final Normalized technical score of the Bidder shall be calculated as follows:

Normalized Technical Score of a Bidder = {Technical Score of that Bidder / Score of the Bidder with the highest technical score} X 100 (adjusted to 2 decimals)

Example:

| Bidders | Technical Score | Calculation | Normalized Technical Score |
|----------|-----------------|-----------------|----------------------------|
| Bidder-1 | 880 | $(880/950)*100$ | 92.63 |
| Bidder-2 | 900 | $(900/950)*100$ | 94.73 |
| Bidder-3 | 800 | $(800/950)*100$ | 84.21 |
| Bidder-4 | 950 | $(950/950)*100$ | 100.00 |

Stage 3: Financial Evaluation

- a. All the technically qualified bidders will be notified to participate in Financial Bid opening process.
- b. The financial bids for the technically qualified bidders will then be opened on the notified date and time in the presence of representatives of qualified bidders and reviewed to determine whether the financial bids are in accordance with the RFP requirements. Bids that are not substantially responsive are liable to be disqualified by Department of I & C.
- c. The Normalized financial score of the technically qualified bidders will be calculated, while considering the Financial quote given by each of the Bidders in the Financial Bid as follows:

Normalized Financial Score of a Bidder = {Lowest Financial Quote of Bidder / Financial Quote of Bidder under consideration} X 100 (adjusted to 2 decimals)

Example:

| Bidders | Financial Quote (In lakhs) | Calculation | Normalized Financial Score |
|----------|----------------------------|-----------------|----------------------------|
| Bidder-1 | 110 | $(110/110)*100$ | 100.00 |
| Bidder-2 | 140 | $(110/140)*100$ | 78.57 |
| Bidder-3 | 160 | $(110/160)*100$ | 68.75 |
| Bidder-4 | 130 | $(110/130)*100$ | 84.61 |

- The bid price will include all taxes and levies and shall be in Indian Rupees and mentioned separately.
- Any conditional bid would be rejected.

Stage 4: Final score calculation through QCBS

The final score will be calculated through Quality and Cost selection method based with the following weight-age:

Technical : 70%

Financial : 30%

Final Score = (0.70 * Normalized Technical Score) + (0.30 * Normalized Financial Score)

Example:

| Bidders | Normalized technical score | Normalized Financial score | Final Score (70:30) |
|----------------|-----------------------------------|-----------------------------------|----------------------------|
| Bidder-1 | 92.63 | 100.00 | 94.84 |
| Bidder-2 | 94.73 | 78.57 | 89.88 |
| Bidder-3 | 84.21 | 68.75 | 79.57 |
| Bidder-4 | 100.00 | 84.61 | 95.38 |

- The bidder with the highest Final score shall be treated as the Successful bidder. In the above example, Bidder-4 will be treated as successful bidder.
- In the event the Final scores are 'tied', the bidder securing the highest technical score will be adjudicated as the Best Value Bidder for award of the Project.

10.5. Negotiations

Normally there should be no post tender negotiations, it would be only on exceptional circumstances, if considered necessary and shall be held only with the Agency as per extant rules that shall be placed as H- 1 bidder after combined evaluation of the Technical and Financial bids, as indicated above. This will be subject to Government rules and procedure in the matter. Under no circumstance, the financial negotiation shall result into an increase in the price originally quoted by the Agency.

10.6. General

- a) Bids once submitted cannot be amended.
- b) Any Bid which does not quote for all items will be determined to be non-responsive and may be rejected.
- c) The Agency shall not assign or sublet the contract or any substantial part thereof to any other agency, without written consent of the Department of I & C.
- d) Technical bids and financial bids will be opened, in the presence of Bidders representatives (one for each bidder), who wish to be present.
- e) The bidders shall not include/indicate any financial cost direct/indirect in the proposed technical bid. Proposals indicating financial cost in technical bids shall be rejected at the technical stage only.

11. ARBITRATION

- a) If any dispute, difference, question or disagreement shall at any time, hereafter arise, between the parties hereto or the respective representatives or assignees in connection with or arising out of the contract, the TBM, Department of I & C would appoint a sole arbitrator, which shall be accepted by the Agency. The decision of the arbitrator would be final and binding on both the parties.
- b) It is also a term of the contract that contractor shall not stop the work under this contract and work shall continue as expected to continue whether the arbitration proceedings have commenced or not.
- c) The Venue of the arbitration shall be at Agartala. Subject to as aforesaid, the provision of the Indian Arbitration Act, 1996 and any statutory modifications or re-enactments thereof and rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.

12. LABOUR LAWS AND SAFETY MEASURES

The bidder gives a binding representation that any legal / semi legal prosecution / penalty befalling any activity undertaken to fulfill this contract shall be the sole responsibility of the bidder, and the TBM, Department of I & C will not be liable to any direct / indirect prosecution / penalty because it receives services.

13. APPLICABLE LAW AND JURISDICTION

This contract/work order arising out of this bidding process, including all matters connected therewith with this contract/work order shall be governed by the Indian laws, both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Agartala Court, if required.

14. INDEMNIFICATION

- i. The bidder shall at all times indemnify and keep indemnified TBM, Department of I & C against all claims/ damages etc. for any infringement of any Intellectual Property Rights (IPR) while providing its services under this work order.
- ii. All claims regarding indemnity shall survive the termination or expiry of the work order.

15. FORCE MAJEURE

- i. For the Purpose of this contract, "Force Majeure" means an event which is beyond the reasonable control of either party.
- ii. In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under the contract, if any concluded, the relative obligation of the part affected by such force majeure lasts. The terms "Force Majeure" as implied herein shall mean acts of God, War, Civil riots, pandemic, fire directly affecting the performance of the contract, floods and Acts and Regulations of respective Government of the two parties, namely the Agency. Both upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid, shall within seventy-two hours of the alleged beginning and ending thereof giving full particulars and satisfactory evidence in support of its claim. If deliveries are suspended by force majeure conditions lasting for more than 2 (two) months, the Organization shall have the option of cancelling this contract in whole or part at its discretion without any liability on its part.

- iii. Force Majeure shall not include insufficiency of funds or inability to make any payment required hereunder.

16. FAILURE & TERMINATION CLAUSE

Time and date of delivery and period of execution shall be essence of the contract. If the Agency fails to deliver the services thereof within the period fixed for such delivery in the schedule or at any time repudiates the contract before the expiry of such periods, the Department of I & C may without prejudice to any other right or remedy available to him to recover damages for breach of the contract: -

- i. Recover from the Agency as liquidated damages which will be charged by way of penalty, as specified already at para 7 (Penalty Clause).
- ii. Cancel the contract or a portion thereof by serving prior notice to the Agency.
- iii. The Department of I & C may take a decision to cancel the contract with immediate effect and / or debar / blacklist the bidder from bidding prospectively for a period of 3 years or as decided by the Department of I & C or take any other action as deemed necessary.

17. AGENCY CODE OF CONDUCT AND BUSINESS ETHICS

The TBM, Department of I & C is committed to its “values & beliefs” and business practices to ensure that bidder, who provides services, will also comply with these principles.

18. BRIBERY AND CORRUPTION:

The bidders are strictly prohibited from directly or indirectly (through intermediates or sub-contractors) offering any bribe or undue gratification in any form to any person or entity and / or indulging in any corrupt practice in order to obtain or retain a business or contract.

The bidder shall maintain high degree of integrity during the course of its dealings with business/contractual relationship with the TBM, Department of I & C. If it is discovered at any stage that any business/ contract was secured by playing fraud or misrepresentation or suspension of material facts, such contract shall be voidable at the sole option of the competent authority of the TBM, Department of I & C. For avoidance of doubts, no rights shall accrue to the Agency in relation to such business/contract and the TBM, Department of I & C or any entity thereof shall not have or incur any obligation in respect thereof. The Agency shall indemnify in respect of any loss or damage suffered by the TBM, Department of I & C on account of such fraud, misrepresentation or suspension of material facts. The agency will be solely responsible for the omission and commission of the employees deployed by them.

SECTION-III

TERMS OF REFERENCES (TOR)

1. Background of the Project

Bamboo is a versatile plant and is known as the green gold owing to its multitude of uses. It grows abundantly in South East Asia including Tripura & rest of Northeast India and has notable social and cultural significance. Bamboo has been used in these areas in various ways from time immemorial ranging from building materials, kitchen wares and agricultural tools to food, fabric and fuel. The North East Economic Corridor (NEEC) Study conducted by the Asian Development Bank (ADB) on behalf of the Government of India has highlighted that North Eastern Region (NER) of India has immense economic potential in several traditional industries, including Bamboo. The study has found that bamboo is one of the most crucial natural resources of NER, and it constitutes an integral part of the sociocultural and economic life in NER. It is being used in crafting furniture, building construction, food (shoots), handicrafts, and fuel alternatives and is found in abundance in the region. However, the existing end use of bamboo are concentrated in the low value-adding segments like, housing and other domestic usage, and the bamboo value chain is fragmented, leading to very high wastage. In this context, development of industrial infrastructure along with adequate market linkages is an important priority for the development of the NER.

The findings and recommendations of the NEEC study were discussed by Govt. of India with the relevant agencies, including the state governments in the NER and based on that the National Bamboo Mission (now merged into the Mission for Development of Horticulture or MIDH), Ministry of Agriculture and Farmers' Welfare, Government of India moved a proposal for the development of Bamboo value chain in the NER and it has been decided that an IBP would be developed at Tripura, with the support from ADB.

An Integrated Bamboo Park (IBP) in Tripura will help towards commercial cultivation, conservation and promotion of the Bamboo Resource of Tripura in a comprehensive manner. The versatility of Bamboo and its use in different sectors ranging from building materials to handicrafts, composites, biofuels, utility items, food, textiles etc. will be highlighted and promoted. A Bambusetum will be set up for demonstration and preservation of all the species of Bamboo found particularly in the N.E region. A manufacturing hub with Common Facility Centres having state of the art technology along with requisite know how and necessary skilled training will enable entrepreneurs to learn and manufacture different value-added products from Bamboo. A network of aggregation-cum-primary processing centres will optimize the sustainable use of bamboo and achieve zero wastage. It would be supported by improvement of backward and forward linkages for benefit of farmer producer entities, entrepreneurs, and industry, /infuse national and international good practices to improve outcome, and develop skills for potential markets. The Bamboo Park will also have Bamboo themed landscaped ornamental gardens, walkways, canopy walk, adventure activities, eco-tourism retreat with Bamboo cottages to stay and wellness centre, eateries, souvenir shops etc. for the promotion of tourism.

2. Proposed Site for Integrated Bamboo Park & Tentative Project Cost

| | |
|------------------------|---|
| Tentative Site | At Sonamukhi besides Kumarghat – Kailashahar main road in Unakoti District. 118 acres of land under I & C Department. Or Land of 61.52 Acres under B.C.Nagar T.K under Chantail Mouja under Kailashahar Sub division, Unakoti District. |
| Tentative Project Cost | Rs. 109.17 crores |

3. Tentative components of the bamboo park

| Manufacturing Hub | Innovation Hub | Community Hub | Common Infrastructure |
|---|---|---|--|
| Integrated Bamboo Processing Unit | Testing lab | Skill Development Centre | Water Supply with heating facility |
| Raw Material Depot | Product Design Centre, R&D Centers and Workshop | Auditorium/Small Theatre | Power Supply including provision for green energy like Solar Power |
| Primary Processing Centre | Tourism <ul style="list-style-type: none"> Eco tourism retreat Interpretation Centre Canopy Walk Exhibition cum Souvenir Shop Eateries | Bambusetum with all species of Bamboo found in North East India and also from other parts of India and an ornamental garden | Waste Water Treatment Plant |
| Treatment Plant/Unit including Drying, Seasoning and carbonizing facility | | | |
| Warehouse and Equipment Maintenance Centre including spares | | | |
| Activated Charcoal | Park Marketing and Management Hub | Common Facility Centre with Machineries and equipments | Solid Waste Treatment plant |
| Bamboo Fiber Processing | Convention Centre including Guest House | Bamboo Plantation | Logistic Hub |

4. Objectives of the Assignment

- i. TBM will provide a preliminary concept plan for the IBP to the DPR consultant. The DPR consultant will prepare the detailed engineering design for the IBP components primarily based on the concept master plan.
- ii. The primary objective of the assignment is to provide assistance to the client on the design and technical issues and other related activities in project engineering design, procurement management etc. The consultant will carry out required investigations, design, Detail Design Report (DPR), and assist in procurement of developers for the IBP. The consultant shall assist client in preparation of Bidding documents for the procurement of developers for the project for various components.

5. Detailed Scope of Work

a) Survey

- i. Study of the proposed site as well as other sites in Tripura to identify the most appropriate location for setting up the IBP.
- ii. Site and location analysis, draft Master plan/ layout plan of the park, external connectivity and linkages (transport, power, IT/ICT, water and sanitation), baseline assessment, etc. survey for social and environment impact assessment, etc.

b) Detailed Engineering and Architectural Design

- i. Revision & finalization of the detailed Master plan incorporating all building foot prints, roads, drains and all services facilities etc.
- ii. Preparation of architectural reports highlighting the important features and characteristics of the buildings (unit wise).
- iii. Preparations of 3D walk through model for visualization
- iv. Prepare Design Basis Report (DBR) for review and approval of employer
- v. Landscape architecture of the premises and Interior design
- vi. Complete civil designs including structural (RCC/ Steel/ Bamboo), reinforcement details and

- construction /expansion joint details in RCC work.
- vii. Preparation of preliminary and detailed cost estimates, bill of quantities and tender documents with tender drawings. Prepare technical specification and detailed bill of materials/schedule of quantities, item wise cost estimates and rate analysis for approval and floating of tender.
- viii. Preparation of tender documents with tender drawings for different packages with detailed bill of materials/schedule of quantities, item wise cost estimates and rate analysis for non-SOR items
- ix. Water supply, water collection, rain water harvesting, water reuse, Sewerage segregation, transportation, solid waste collection, segregation, transportation, IT/ICT, storage, power, solar power, optical fibre network, firefighting system & safety etc, for onsite and offsite infrastructure.
- x. Prepare good for construction drawings.

c) Bid Process Management

- i. Prepare bid documents, technical specifications, contract drawings, final bills of quantities, EMP and any other necessary information required for successful tendering and implementation of contracts. The Bid document should be in accordance with the Government of Tripura guidelines/ or any other procurement guidelines as applicable.
- ii. Assist the Employer in all aspects of procurement processing including issuing bid invitation, addendum/corrigendum, and clarifications to the bidders' queries, assist in bid evaluation, selection of contractors/ implementing agencies, contract documentation, etc.

d) Expertise and Inputs

i. Personnel Requirement

The Consultant shall be required to form a multi-disciplinary team for this assignment. The consultant Team shall be manned by adequate number of experts with relevant experience in the execution of similar detailed design assignments, The Consultant's personnel requirements are estimated and shown in Table-1 as per client's assessment.

Table-1: Indicative Personnel requirements for Consultants

| Sl/No | Experts | No. |
|----------|--|--|
| A | Key Personnel | 1 |
| i. | Infrastructure Expert (Team Leader) | 1 |
| ii. | Bamboo Expert | 1 |
| iii. | Architect cum Urban Designer | 1 |
| iv. | Utility Expert | 1 |
| v. | Procurement Expert | 1 |
| vi. | Environmental Safeguards Expert | 1 |
| vii. | Social Safeguards and Gender Expert | 1 |
| viii. | Financial Management Expert | 1 |
| ix. | Eco Tourism Expert | 1 |
| B | Support Staff | |
| | Consultancy firm will engage support staff as required for the assignment such as structural engineer, power expert, quantity surveyor, bamboo cluster expert, bamboo machinery expert, economist, industry expert, etc. | To be proposed by Consultant in Proposal |

e) Duration/tenure of engagement:

The anticipated time frame for completion of this consultancy assignment is 6 (six) months.

Upon receipt of a written Letter of Award from the TBM, the successful bidder shall perform the services with due diligence and in accordance with the schedules agreed to herein, for each sub activity.

The timelines for the performance of Services by the Successful Consultant under the agreement shall

be as follows:

| | | |
|----|---|--|
| 1. | Survey | 10 days from date of award of contract |
| 2. | Detailed Engineering and Architectural Design | 15 days from date of completion Survey |
| 3. | Submission of draft DPR | 15 days from date of completion of Detailed Engineering and Architectural Design |
| 4. | Completion of review and modifications of the draft DPR by the Employer | 15 days from date of Submission of the draft DPR |
| 5. | Final submission of the DPR | 15 days from date of completion of review and modifications of the draft DPR by the Employer |
| 6. | Bid Process Management | 2.5 months from the final submission of the DPR |

f) Supervision of services:

The consultant shall for all purposes report to the Mission Director, TBM, Government of Tripura. All consulting assignment related activities shall be reviewed and monitored under the direct supervision of the TBM office until and otherwise delegated to special authorities

g) Consultancy fees and Terms of Payment

The total fees hereunder shall not exceed the amount quoted in financial bid and agreed upon by the TBM in the award letter, till the date of completion of the Agreement and shall include all costs, taxes and expenses in the performance of the Services.

The contract amount will be paid in one lump sum on satisfactory completion of the project and submission of the Final DPR, as judged by the employer.

E-RFP ACCEPTANCE LETTER
(To be given on Letter Head)

Date:.....

To,

Sub: Acceptance of Terms & Conditions of e-RFP.

e-RFP Reference No: **01/TBM/I&D/2023-24**

Name of e-RFP / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the e-RFP document(s) for the above mentioned 'e-RFP /Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the e-RFP documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .,), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisations too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the e-RFP conditions of above mentioned e-RFP document(s) / corrigendum(s) in its totality / entirety.

5. I/We hereby unconditionally undertake that if , any information or certificate(s) produced by me/us are found false or tampered or any provisions of this e-RFP are found violated the purchaser shall without prejudice to any other right or remedy be at liberty to reject this e-RFP/bid including the forfeiture of the full Earnest Money Deposit (EMD) and invocation of the bank guarantee absolutely at any stage.

Yours Faithfully

(Signature of the Bidder, with Official Seal)

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

Subject: Authorization for attending bid opening on ----- (date) in the e-RFP no. **01/TBM/I&D/2023-24** of the Department of I & C.

Following persons are hereby authorised to attend the bid opening for the e-RFP mentioned above on behalf of ----- (Bidder) in order of preference given below.

| Order of Preference | Name | Specimen signature |
|---------------------|------|--------------------|
| I | | |
| II | | |

Alternate Representative

Signatures of bidder or

Officer authorised to sign the bid documents on behalf of the bidder.

Note:

1. Maximum of two representatives will be permitted to attend bid opening. In case where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representative are not able to attend.
2. Permission for entry to the hall where bids are opened will be refused in case authorization as prescribed above is not furnished.

TURNOVER CERTIFICATE

In reference to NIeRFP No. **01/TBM/I&D/2023-24** dated _____ of Mission Director, TBM, I/We hereby confirm and certify that during the financial years FY-2020-21 (i.e. for the year ended 31stMarch, 2021), FY-2021-22 (i.e. for the year ended 31stMarch, 2022) and FY-2022-23 (i.e. for the year ended 31stMarch, 2023) the Turnover/Gross Receipt of my/our Consulting Firm/Agency/Organisation M/s _____, Office Address: _____ of M/s _____ (Full Name and address of the Consulting Firm/Agency/Organisation) as per Income Tax Return are as follows-

1. Turnover/Gross receipts for the FY: 2020-21 Rs. _____ (Rupees _____) only.
2. Turnover/Gross receipts for the FY: 2021-22 Rs. _____ (Rupees _____) only.
3. Turnover/Gross receipts for the FY: 2022-23 Rs. _____ (Rupees _____) only.

I/We also confirm that turnover/Gross Receipt of the firm/company M/S _____, Address; _____ during FY: 2018-19, 2019-20, 2020-21, 2021-22 & 2022-23 is not less than the monetary value of Rs. 05.00 Crores in reference to NIeRFP No. **01/TBM/I&D/2023-24** dated _____

I/We hereby unconditionally undertake that if, the information furnished above by me/us are found false or tampered then the TBM, Department of I & C shall without prejudice to any other right or remedy be at liberty to reject this e-RFP/bid including the forfeiture of the full Earnest Money Deposit (EMD).

Place: _____

Date: _____

Yours Faithfully

(Signature of the Bidder, with Official Seal)

DECLARATION

I/we have gone through carefully all the Bid conditions and understood all the clauses, terms of reference of the study, instructions of the RFP and having been fully satisfied have quoted the rate of the work. I / we solemnly declare that I / we will abide by any penal action such as disqualification or black listing or termination of contract or any other action deemed fit, taken by, the Department against us, if it is found that the statements, documents, certificates produced by us are false / fabricated.

I / we hereby declare that, I / We have not been blacklisted / debarred / Suspended / demoted in any Department in Tripura or in any State of India due to any reasons.

(Signature of bidder)

Full name & seal

DETAILS OF MINIMUM 5 (FIVE) SIMILAR CONSULTING ASSIGNMENTS (PAST COMPLETED OR ONGOING-SUBSTANTIALLY COMPLETED) RELATED TO PREPARING DETAILED MASTER PLAN, DETAILED PROJECT REPORT/DETAILED ENGINEERING DESIGN OF INDUSTRIAL DEVELOPMENT PROJECT, SEZ, THEME PARK, INDUSTRIAL PARK, THEME BASED ECO-TOURISM PARK, SINGLE RAW MATERIAL BASED INDUSTRIAL PARK.

(PAST COMPLETED OR ONGOING-SUBSTANTIALLY COMPLETED DURING LAST THREE YEARS)

Format for Submission of Information towards eligibility criteria

(To be filled in by the bidder)

| SL | Brief Title of Assignment | Employer Name & Address | Year of Completion | Fee in Rs. Lakhs | Other information, if any |
|----|---------------------------|-------------------------|--------------------|------------------|---------------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |

Note:

1. Documentary evidence in the form of certified copies of work orders and completion certificates (both required) from the clients along with a brief description of the project executed should be submitted separately for each assignment.
2. The ongoing-substantially completed similar projects can be considered only if at least 50% of physical progress of such assignment has been made.

Authorized Signatory, Name & Designation

Date:

Place:

[Signature of bidder with date and seal]

DETAILS OF MINIMUM 1 (ONE) SIMILAR CONSULTING ASSIGNMENT RELATED TO PREPARING DETAILED PROJECT REPORT /DETAILED ENGINEERING DESIGN / FEASIBILITY STUDY FOR BAMBOO INDUSTRIAL PARK, INTEGRATED BAMBOO PARK, BAMBOO RELATED INDUSTRY, BAMBOO RELATED ECO –TOURISM PARK.

(PAST COMPLETED OR ONGOING-SUBSTANTIALLY COMPLETED DURING LAST THREE YEARS)

Format for Submission of Information towards eligibility criteria

(To be filled in by the bidder)

| SL | Brief Title of Assignment | Employer Name & Address | Year of Completion | Fee in Rs. Lakhs | Other information, if any |
|----|---------------------------|-------------------------|--------------------|------------------|---------------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |

Note:

1. Documentary evidence in the form of certified copies of work orders and completion certificates (both required) from the clients along with a brief description of the project executed should be submitted separately for each assignment.
2. The ongoing-substantially completed similar projects can be considered only if at least 50% of physical progress of such assignment has been made.

Authorized Signatory, Name & Designation

Date:

Place:

[Signature of bidder with date and seal]

DETAILS OF MINIMUM 1 (ONE) SIMILAR CONSULTING ASSIGNMENT RELATED TO PREPARATION OF SUPPLY CHAIN DEVELOPMENT PLAN, BUSINESS PLAN, BUSINESS MODELLING, SUSTAINABILITY ANALYSIS, RESOURCE MOBILIZATION PLAN IN AREAS OF BAMBOO INDUSTRIAL PARK, INTEGRATED BAMBOO PARK, BAMBOO RELATED INDUSTRY, BAMBOO RELATED ECO-TOURISM PARK, INDUSTRIAL DEVELOPMENT PROJECT, SEZ, THEME PARK, INDUSTRIAL PARK, THEME BASED ECO-TOURISM PARK, SINGLE RAW MATERIAL BASED INDUSTRIAL PARK.

(PAST COMPLETED OR ONGOING-SUBSTANTIALLY COMPLETED DURING LAST THREE YEARS)

Format for Submission of Information towards eligibility criteria

(To be filled in by the bidder)

| SL | Brief Title of Assignment | Employer Name & Address | Year of Completion | Fee in Rs. Lakhs | Other information, if any |
|----|---------------------------|-------------------------|--------------------|------------------|---------------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |

Note:

1. Documentary evidence in the form of certified copies of work orders and completion certificates (both required) from the clients along with a brief description of the project executed should be submitted separately for each assignment.
2. The ongoing-substantially completed similar projects can be considered only if at least 50% of physical progress of such assignment has been made.

Authorized Signatory, Name & Designation

Date:

Place:

[Signature of bidder with date and seal]

FORMAT FOR FILLING UP TECHNICAL AND MANAGERIAL COMPETENCY

(TO BE FILLED IN BY THE BIDDER)

The bidder is required to provide details of technical/ managerial /financial expertise proposed to be involved in the project to evaluate their Technical capability:

| SL | Field | Name of person involved | Qualification | Field of Specialization | Experience in years | Whether on the rolls of the company or not | Projects handled in last five years | Brief Bio-data (To be submitted separately for each individual) | Remarks |
|----------------|-----------------------------------|-------------------------|---------------|-------------------------|---------------------|--|-------------------------------------|---|---------|
| Experts | | | | | | | | | |
| 1 | Infrastructure Expert | | | | | | | | |
| 2 | Bamboo Expert Bamboo Expert | | | | | | | | |
| 3 | Architect cum Urban Designer | | | | | | | | |
| 4 | Utility Expert | | | | | | | | |
| 5 | Procurement Expert | | | | | | | | |
| 6 | Environmental Safeguards Expert | | | | | | | | |
| 7 | Social Safeguards & Gender Expert | | | | | | | | |
| 8 | Financial Management Expert | | | | | | | | |
| 9 | Eco Tourism Expert | | | | | | | | |

[Signature of bidder with date and seal]

| SL | Field | Name of person involved | Qualification | Field of Specialization | Experience in years | Whether on the rolls of the company or not | Projects handled in last five years | Brief Bio-data (To be submitted separately for each individual) | Remarks |
|----------------------|-------------------------|-------------------------|---------------|-------------------------|---------------------|--|-------------------------------------|---|---------|
| Support Staff | | | | | | | | | |
| 1 | Structural engineer | | | | | | | | |
| 2 | Power expert | | | | | | | | |
| 3 | Quantity surveyor | | | | | | | | |
| 4 | Bamboo cluster expert | | | | | | | | |
| 5 | Bamboo machinery expert | | | | | | | | |
| 6 | Economist | | | | | | | | |
| 7 | Industry expert | | | | | | | | |
| 8 | Others (Please specify) | | | | | | | | |

[Signature of bidder with date and seal]

FORMAT OF AFFIDAVIT

(To be submitted on a Ten Rupee Non-Judiciary Stamp Paper)

I the undersigned, son/daughter of the authorized signatory for M/s. for participating in this bidding, hereby solemnly affirm and declare that:

1. Our firm M/s....., has not been penalised or has ever been found involved in any financial or criminal misconduct by the Government or any other Agency, in India or abroad.
2. And also, our firm has never been blacklisted from participating in Government bidding in the past.

DEPONENT

VERIFICATION:

Verified at this the day of 20..... That the contents in the above affidavit is true and correct to the best of knowledge and belief. No part of this affidavit is wrong and nothing material has been concealed there from.

DEPONENT

Attested by Notary Public.

FORMAT OF POWER OF ATTORNEY

(Format for the Notarized and Legalized Power of Attorney for Authorized Signatory dealing the Bid on behalf of the Bidder)

(To be executed on Non-Judicial Stamp Paper of appropriate value)

Ion behalf of M/s (Name & address of the Bidder) would like to declare as below:-

WHEREAS I HEREBY AUTHORISE Mr./Msto act as my Attorney and to look after the affairs pertaining to the Bid against the Bid Reference No., issued by the Tripura Bamboo Mission.

AND WHEREAS the above named person, Mr./Ms.is sufficiently capable and knowledgeable about all the affairs related to the said Bid and is capable of handling them and decision taken by him shall be binding on the Bidder.

Attested by: -

| |
|---|
| Signature |
| Name and Designation of the Authorized Signatory: Signature of the Authorized Signatory |

Name of the Person: (CEO of the Bidder)
Designation:

For and on behalf of: (Name of the bidder)

DETAILED INFORMATION ABOUT THE BIDDER

Format for submission of information towards eligibility criteria

(To be filled in by the bidder)

| SL | Items | Details |
|-------|---|---------|
| (i) | Name of the Bidder | |
| (ii) | Legal Status | |
| (iii) | a) Postal address of the Registered Office b) Telephone no. c) Fax No. d) Website, email, if any | |
| (iv) | a) Name of the authorized representative b) Designation and postal address c) Telephone | |
| (v) | Any other information, if necessary | |

Authorized Signatory, Name & Designation

Place:

Date:

[Signature of bidder with date and seal]

DETAILED INFORMATION ABOUT THE BIDDER

Format for Submission of Information towards eligibility criteria

(To be filled in by the bidder)

| SL | Items | Details |
|-----------|--|----------------|
| (i) | Name of the Company | |
| (ii) | Year of incorporation of the company under companies Act. | |
| (iii) | Banker's Name and Address | |
| (iv) | Firm's Registration Number (under company Act) & Company Act) | |
| (v) | Permanent Account Number (PAN) | |
| (vi) | Service tax registration no. | |
| (vii) | Any other information | |

Note:

1. Certified attested copy of certificates/documents, as applicable to be enclosed.

Authorized Signatory, Name & Designation

Date:

Place:

[Signature of bidder with date and seal]

Format for giving the Track Record of the bidder for the past 10 years for Technical Evaluation
(To be filled in by the bidder)

| Sl. | From To | Name of the Organisation / Govt. Deptt. for which the DPR was made | Name of the Project | A brief description of the Project (to be given separately for each project undertaken) | Technical and Management staff engaged in the project | Total Cost of the Project | Present Status (pending/ Ongoing/ Complete) | Relevant testimonials / Documents to be produced separately to support the claim | Remarks if any |
|-----|---------|--|---------------------|--|---|---------------------------|--|--|----------------|
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
| 4 | | | | | | | | | |
| 5 | | | | | | | | | |
| | | | | | | | | | |

Date:

Place:

Signature of Owner/Authorized Representative of the Bidder

[Signature of bidder with date and seal]

BID FORM

e-RFP No. 01/TBM/I&C/2023-24 Dated

(Name & Address of the Department)

Dear Sir,

The submitted bid for the work (name of the work) is in conformity with the said conditions of the contract and TOR and amounts Rs. _____(Total bid amount in words and figures).

We undertake, if our Bid is accepted, to complete work as specified in the contract within prescribed days as mentioned in the TOR reckoned from the 15th day from the date of issue of your work order.

If our Bid is accepted, we will obtain performance guarantees of a scheduled Bank guaranteed by Reserve Bank of India for a sum not exceeding 10% of the contract value for the due performance of the Contract.

We agree to abide by this Bid for a period of 180 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Work Order of Contract is prepared and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated thisday of 20

(Signature)

Signature of.....

in capacity of.....

Duly authorized to sign the bid for and on behalf of.....

Witness.....

Tele No.(s):-

Signature.....

FAX No.(s)

Address.....

E-Mail Address:-

Witness.....

Signature.....

Address.....

[Validat](#)[Print](#)[Help](#)

Annexure XII

(This is for reference, read only purpose) The main price bid/ BOQ must be submitted online in the provided .xls format only.

| e-RFP Inviting Authority: Mission Director, TBM | | | | | | | | | |
|---|--|----------|-------|--|---------------------------|-------------------------------|----------------------------|--------------------------|--|
| Name of Work: Selection of reputed international/national Consultancy Firms/Organizations/Consortium/Joint Ventures (JV) for conducting Consultancy work of “Preparation of Detailed Project Report (DPR) for Setting up an Integrated Bamboo Park in Tripura” | | | | | | | | | |
| Contract NleRFP No: 01/TBM/I&D/2023-24 | | | | | | | | | |
| Bidder Name : | | | | | | | | | |
| <u>PRICE SCHEDULE</u> | | | | | | | | | |
| (This BOQ template must not be modified /replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this e-RFP. Bidders are allowed to enter the Bidder Name and Values only) | | | | | | | | | |
| Sl. No. | Name of the Work | HSN Code | GST % | BASIC RATE In Figures To be entered by the Bidder Rs. P | Total GST Amount Rs. P | TOTAL AMOUNT Without Taxes | TOTAL AMOUNT With Taxes | TOTAL AMOUNT In Words | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | |
| 1 | Selection of reputed international/national Consultancy Firms/Organizations/Consortium/Joint Ventures (JV) for conducting Consultancy work of “Preparation of Detailed Project Report (DPR) for Setting up an Integrated Bamboo Park in Tripura” | | | | | | | | |
| Total in Figures | | | | | | | | | |
| Quoted Rate in Words | | | | | | | | | |

PERFORMANCE SECURITY BOND FORM

(MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY)

To
Mission Director, TBM
Directorate of Industries & Commerce
Shilpa Udyog Bhavan, Khejurbagan
Govt. of Tripura.

WHEREAS.....(name and address of the Consulting Firm/Agency/Organization) (hereinafter called “the Applicant”) has undertaken, in pursuance of contract no.....dated.....to conduct (description of study)(herein after called “the contract”)

AND WHEREAS it has been stipulated by you in the said contract that the applicant shall furnish you with a bank guarantee by a Nationalized Public Sector Scheduled Commercial Bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the applicant such a bank guarantee;

NOW THEREFORE, we hereby affirm that we are guarantors and responsible to you, on behalf of the applicant, up to a total of(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the applicant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the applicant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the applicant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of.....20.....

(Signature of the authorized officer of the Bank)
.....
Name and designation of the officer
.....
.....

Seal, name & address of the Bank and address of the Branch

CONTRACT FORM

1. This agreement is made this day.....between, herein after called “name of applicant/bidder” the first party which expression shall include his heirs, executors and administrators/their successors and the Mission Director, TBM, Department of Industries & Commerce herein after called “DIC”, the second party herein after include his successors and assignees, shown as under:
2. That WHEREAS the first party shall and will conduct the consultancy work as mentioned in the terms of reference (TOR) given in the RFP document under TBM, Department of Industries & Commerce, Govt. of Tripura which are given in Section-III of the Notice Inviting e-RFP (NIeRFP) No. 01/TBM/I&D/2023-24 dated including agenda nos.....at the rate quoted by(Name of the Applicant/Bidder)vide their e-RFP No. 01/TBM/I&D/2023-24 dated and as per all the terms and conditions given in Notice Inviting e-RFP (NIeRFP) and the aforesaid e-RFP notice dated.....which shall become part and parcel of this agreement.
3. That the first party would raise demand and the payment shall be done in accordance with TOR in Section-III of the aforesaid e-RFP document.
4. The Performance Security Bond would be en-cashed by the second party in case first party fails to perform and/or breaches the terms & condition of the aforesaid e-RFP document.
5. In accordance with the e-RFP document No.. this agreement is made for a period of 07 (Seven) months from

IN WITNESS THEREOF THE ABOVE MENTIONED PARTIES HAVE PUT THEIR SIGNATURES ON THIS

.....DAY OF..... 201..

For and on behalf of Department

Name:

Signature:

Seal

Date

Place.....

Witness for the Department

.....

.....

For and on behalf of Bidder

Name:

Signature:

Seal of the Firm/Organisation/
Agency

Date

Place.....

Witness for Bidder

.....

.....

CHECK LIST and the order in which the documents are to be submitted for the Technical bid.

Please check whether all the below mentioned documents have been uploaded for participating in the e-RFP no. **01/TBM/I&C/2022-23** of Department of Industries & Commerce The documents are to be submitted in descending order with item No. 1 on top of all. Please also mention page no. of the Technical bid where these documents are given.

| | |
|----|--|
| 1 | e-RFP Acceptance Letter [as per Annexure-I] |
| | e-RFP cost are to be paid electronically over the Online Payment facility provided in the Portal; i.e https://tripuratenders.gov.in , any time after Bid Submission Start Date & before Bid Submission end date amounting Rs.5000.00 (Rupees Five Thousand) only. |
| 2 | EMD are to be paid electronically over the Online Payment facility provided in the Portal; i.e https://tripuratenders.gov.in , any time after Bid Submission Start Date & before Bid Submission end date amounting Rs.50000.00 (Rupees Fifty Thousand) only. |
| 3 | Letter of Authorization to attend bid opening [as per Annexure – II] |
| 4 | Certificate as per Annexure-III regarding turnover of the Firm supported with Certificate(s) from Chartered Accountant(s). |
| 5 | Copies of balance sheet/audited report for the last three financial years should be submitted (2020-21, 2021-2022 and 2022-23) along with Income Tax Return Statements. |
| 6 | Declaration by the Bidder as per Annexure-IV |
| 7 | Details of Minimum 5 (Five) Similar Consulting Assignments (Past Completed or Ongoing-Substantially Completed) Related to Preparing Detailed Master Plan, Detailed Project Report/Detailed Engineering Design Of Industrial Development Project, SEZ, Theme Park, Industrial Park, Theme Based Eco-Tourism Park, Single Raw Material Based Industrial Park as per Annexure-V. |
| 8 | Details of Minimum 1 (One) Similar Consulting Assignment Related to Preparing Detailed Project Report /Detailed Engineering Design / Feasibility Study for Bamboo Industrial Park, Integrated Bamboo Park, Bamboo Related Industry, Bamboo Related Eco –Tourism Park as per Annexure-V(a). |
| 9 | Details of Minimum 1 (One) Similar Consulting Assignment Related to Preparation of Supply Chain Development Plan, Business Plan, Business Modelling, Sustainability Analysis, Resource Mobilization Plan in Areas of Bamboo Industrial Park, Integrated Bamboo Park, Bamboo Related Industry, Bamboo Related Eco-Tourism Park, Industrial Development Project, SEZ, Theme Park, Industrial Park, Theme Based Eco-Tourism Park, Single Raw Material Based Industrial Park as per Annexure-V(b). |
| 10 | Format For Filling Up Technical And Managerial Competency as per Annexure-VI |
| 11 | Format of Affidavit as per Annexure-VII |
| 12 | Format of Power of Attorney as per Annexure-VIII |
| 13 | Detailed Information About The Bidder as per Annexure-IX(a) & IX(b) |
| 14 | Format for giving the Track Record of the bidder for the past 10 years for Technical Evaluation as per Annexure-X |
| 15 | Clause by Clause compliance indicating substantive responsiveness to the terms and conditions by full signing and stamping on all the pages of the original bid document 01/TBM/I&C/2022-23 (containing 40 pages) by authorized person(s) |
| 16 | Copy of PAN and TAN |
| 17 | Copy of GST Registration Certificate & Consulting Firm/Agency/Organization Registration Certificate |

Bidders to ensure:

- A. That all pages have been stamped and signed by the authorised Person(s).
- B. That all the pages have been numbered.
- C. That all the documents are legible (Clearly readable).

CHECK LIST and the order in which the documents are to be submitted for the financial bid

| Sl. No. | Documents |
|---------|---|
| 1. | Bid Form as per Annexure XI |
| 2. | Price schedule (price bid/ BOQ) [as given in https://tripuratenders.gov.in] Annexure XII |