



By E-mail.

**ODISHA MINERAL BEARING AREAS DEVELOPMENT CORPORATION
(A SPV of Government of Odisha)
CIN-U75100OR2014NPL018478**

E-mail-ombadc@gmail.com, Phone No.- (0674) 2300488.

Regd. Off: Aranya Bhawan, GD-2/12, Chandrasekharpur, Bhubaneswar-23, Odisha.

No. 32 /OMBADC- 34/2021 - Dated, Bhubaneswar the 05th January, 2022.

Notice Inviting RFP for "Selection of Agency to conduct Impact Assessment study on "Pucca Ghar Yojana (Mining)" under OMBADC"

The Chief Executive Officer, Odisha Mineral Bearing Areas Development Corporation (OMBADC), Bhubaneswar Government of Odisha, invites Technical and Financial Proposals from Agencies of national and international repute for the "Selection of Agency to conduct Impact Assessment study on "Pucca Ghar Yojana (Mining)" under OMBADC " as specified in this RFP document.

The RFP document can be downloaded from the tender section of Govt. of Odisha website at www.odisha.gov.in with effect from 07.01.2022 to 04.02.2022 and response to this tender shall be deemed to have been done after careful study and examination of this document with full understanding of its implications.

Interested agencies are requested to submit the details to the undersigned as per the schedule indicated in the Fact Sheet, by post (Registered / Speed) or by hand at the office of the Chief Executive Officer, Odisha Mineral Bearing Areas Development Corporation (OMBADC), Aranya Bhawan, GD-2/12, Chandrasekharpur, Bhubaneswar, Odisha-23. Based on the eligibility criteria as mentioned in the RFP, the applicant agency will be selected. OMBADC reserve its right to cancel/modify this tender at any stage without assigning any reason.

For any further clarifications, please write to the Chief Executive Officer, Odisha Mineral Bearing Areas Development Corporation, Bhubaneswar, Odisha in Email at ombadc@gmail.com .

**For Odisha Mineral Bearing Areas Development Corporation,
Bhubaneswar**


Chief Executive Officer

**NOTICE INVITING
REQUEST FOR PROPOSAL (RFP)**

FOR

“SELECTION OF AGENCY TO CONDUCT IMPACT ASSESSMENT STUDY ON “PUCCA GHAR YOJANA
(MINING)” UNDER OMBADC”

FOR

ODISHA MINERAL BEARING AREAS DEVELOPMENT CORPORATION (OMBADC), BHUBANESWAR

NIT No:

Date:

Issuer:

Chief Executive Officer,
Odisha Mineral Bearing Areas Development Corporation (OMBADC),
Bhubaneswar, Odisha
Phone: 0674-2300488
Email: ombadc@gmail.com

Address for Communication & Submission of Sealed Tender Documents:

Office of the Chief Executive Officer,
Odisha Mineral Bearing Areas Development Corporation (OMBADC)
1st floor, Aranya Bhawan, GD-2/12, Chandrasekharpur
Bhubaneswar-23, Odisha
Phone-0674-2300488
Email: ombadc@gmail.com

DISCLAIMER:

The information contained in this Request for Proposal (hereinafter referred to either as "TENDER") document provided to the Bidders, by the Odisha Mineral Bearing Areas Development Corporation (OMBADC), Bhubaneswar, hereinafter referred to as OMBADC, or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this TENDER document and all other terms and conditions subject to which such information is provided.

The purpose of this TENDER document is to provide the Bidder(s) with information for impact assessment of the projects "Pucca Ghar Yojana (Mining) undertaken under OMBADC, Bhubaneswar. This TENDER document does not purport to contain all the information each Bidder may require.

This TENDER document may not be appropriate for all persons, and it is not possible for the OMBADC, their employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this TENDER document.

Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this TENDER document and wherever necessary obtain independent advice from appropriate sources. OMBADC, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or Completeness of the TENDER document.

OMBADC may, in its absolute discretion, but without being under any obligation to do so, update/ amend or supplement the information and cancel any or all provisions of this TENDER document. Such revisions to the RFP/ amended RFP will be made available in the Govt. of Odisha website at www.odisha.gov.in.

FACT SHEET

| | | |
|-----|---|--|
| 1. | Request for Proposal (RFP) document made available to the applicants | 07.01.2022 |
| 2. | Last date for receiving queries | 17.01.2022 |
| 3. | Response to queries | 24.01.2022 |
| 4. | Last date for receipt of Technical and Financial proposals (Sealed Envelope) | 04.02.2022 (1 PM) |
| 5. | Opening of Technical proposals | 04.02.2022 (4 PM) |
| 6. | Technical Presentation | To be intimated by Email |
| 7. | Opening of Financial proposals of applicants who qualify pre-qualification (technical) criteria | To be intimated to selected organizations |
| 8. | Letter of Award | To be intimated to selected organization |
| 9. | Start Date | To be intimated to selected organization |
| 10. | Earnest Money Deposit (EMD) (Demand Draft) | INR 1,00,000 (Rupees One Lakhs Only) |
| 11. | Performance Bank Guarantee | 3% of Total Professional Fee |
| 12. | Method of Selection | QCBS 80:20 |
| 13. | Contact Details | Chief Executive Officer OMBADC, 1 st Floor Aranya Bhawan, GD-2/12, Chandrashekharpur, Bhubaneswar, Odisha-23 |

Note:

1. Chief Executive Officer, OMBADC reserves the right to cancel or amend the Tender and/or scope & other terms and condition of this tender document. Please visit the website mentioned in the RFP document regularly from time to time for the same.
2. Proposals must be submitted before the date, time and venue mentioned in the Fact Sheet. Proposals that are received after the deadline will not be considered. **Proposal in soft format shall not be entertained.**

Table of Contents

| | |
|---|----|
| “Selection of Agency for Impact Assessment Projects Undertaken under OMBADC” | 1 |
| Disclaimer:..... | 2 |
| I. Section 1: Letter of Invitation..... | 6 |
| II. Section 2: Instruction to Consultants | 7 |
| III. Instructions to Consultants..... | 21 |
| IV. Section 3- Pre-Qualification Proposal - Standard Forms..... | 26 |
| 1. Pre-Qual Form 1 – Pre-Qualification Submission form..... | 27 |
| 2. Pre-Qual Form 2 – Consultant Organization and Experience..... | 28 |
| V. Section 4 – Technical Proposal – Standard Forms | 30 |
| 1. Form Tech 1 – Technical Proposal Submission Form | 31 |
| 2. Form Tech 2 – Consultant Organization and Experience..... | 32 |
| 3. Form Tech 3 – Comments and Suggestions on the Terms of Reference and on Counterpart Staff and facilities to be provided by the Client | 33 |
| 4. Form Tech 4 – Description of Approach, Methodology and Work Plan for Performing the Consultancy Assignment..... | 34 |
| 5. Form Tech 5 – Team Composition for Consultancy Assignment | 35 |
| 6. Form Tech-6 Curriculum Vitae (CV) for Proposed Professional Staff..... | 36 |
| VI. Section 5- Financial Proposal – Standard Forms..... | 39 |
| 1. Form FIN 1- Financial Proposal Submission Form..... | 40 |
| 2. Form FIN 2 – Summary of Costs..... | 41 |
| VII. Section 6 – Terms of Reference | 42 |
| 1. Background and Approach: | 42 |
| 2. Objectives: | 43 |
| 3. Scope of Work: | 44 |
| 4. Methodology:..... | 44 |
| 5. Period of execution..... | 45 |
| 6. Deliverables and corresponding Time Frame | 45 |
| 7. Project Deliverables, Timelines & Payment Terms- | 46 |

**RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana
(Mining)” undertaken under OMBADC**

| | | |
|-------|----------------------------------|----|
| 8. | Team Composition..... | 48 |
| VIII. | Section 7- Annexure..... | 50 |
| 1. | Draft Performance Guarantee..... | 50 |
| 2. | Power of Attorney..... | 53 |
| 3. | Queries | 55 |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

I. Section 1: Letter of Invitation

The Chief Executive Officer
OMBADC, Bhubaneswar

Dear Consultant

1. Odisha Mineral Bearing Areas Development Corporation (OMBADC), Bhubaneswar invites proposals from consulting firms to provide consultancy services for conducting Impact Assessment study on Pucca Ghar Yojana (Mining) under OMBADC. More details on the scope of work and services expected from the consultant are provided in the Section 6: Terms of Reference in this RFP document. Your firm is now invited to submit your proposal as per the attached RFP document.
2. A firm will be selected on the basis of Quality and Cost-Based Selection (QCBS) procedure described in this RFP.
3. The RFP includes the following documents:
 - Section 1 - Letter of Invitation
 - Section 2 - Information to Consultants (including Data Sheet)
 - Section 3 - Pre-Qualification Proposal - Standard Forms
 - Section 4 - Technical Proposal - Standard Forms
 - Section 5 - Financial Proposal - Standard Forms
 - Section 6 - Terms of Reference
 - Section 7 - Standard Form of Contract

For Odisha Mineral Bearing Area Development Corporation,

**Sd/-
Chief Executive Officer**

II. Section 2: Instruction to Consultants

PART I STANDARD

Definitions

- a) “Client” means the agency with which the selected Consultant signs the Contract for the Services. In this project, the ‘Client’ is the Chief Executive Officer, OMBADC.
- b) “Consultant” means any entity or person that may provide or provides the Services to the Client under the Contract.
- c) “Contract” means the Contract signed by the Parties and all the attached documents listed in its Clause 1, that is, the General Conditions(GC), the Special Conditions(SC), and the Appendices.
- d) “Data Sheet” means such part of the Instructions to Consultants used to reflect specific country and assignment conditions.
- e) “Day” means calendar day.
- f) “Government” means the Government of the client’s country. In this project “Government” means Government of Odisha.
- g) “Instructions to Consultants” (Section 2 of the RFP) means the document which provides interested Consultants with all information needed to prepare their Proposals.
- h) “LOI” (Section 1 of the RFP) means the Letter of Invitation being sent by the client to the Consultants.
- i) “Personnel” means professionals and support staff provided by the Consultant and assigned to perform the Services or any part thereof.
- j) “Proposal” means the Pre-Qualification Proposal, Technical Proposal and the Financial Proposal.
- k) “RFP” means the Request for Proposal to be prepared by the Client for the selection of Consultants, based on the SRFP.
- l) “Assignment / job” means the work to be performed by the Consultant pursuant to the Contract.
- m) “Terms of Reference” (TOR) means the document included in the RFP as Section 6 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the Consultant, and expected results and deliverables of the assignment.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

Introduction

- 1.1 The Chief Executive Officer, OMBADC will select a consulting firm/ organization (the Consultant), in accordance with the method of selection specified in the Data Sheet.
- 1.2 The name of the assignment/Job has been mentioned in Part II of the Data Sheet. Detailed scope of the assignment/ job has been described in the Terms of Reference in Section 6 (Part VII).
- 1.3 The date, time and address for submission of the proposals have been given in Part II Data Sheet (Instruction to Consultants).
- 1.4 Interested Consultants are invited to submit a Pre- Qualification Proposal, Technical Proposal and a Financial Proposal, for consulting services required for the assignment named in the Data Sheet. The Proposal, technical presentation, and any clarifications provided by the Consultant along with the Terms of Reference provided in the RFP will be the basis for contract negotiations and ultimately for a signed Contract with the selected Consultant.
- 1.5 Consultants should familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the assignment and local conditions, Consultants are encouraged to visit the Client before submitting a proposal and to attend a pre-proposal conference. Attending the pre-proposal conference is optional. Consultants should contact the Client’s representative named in the Data Sheet to arrange for their visit or to obtain additional information on the pre-proposal conference. Consultants should ensure that these officials are advised of the visit in adequate time to allow them to make appropriate arrangements.
- 1.6 The Client will timely provide at no cost to the Consultants the inputs and facilities specified in the Data Sheet, assist the firm in obtaining licenses and permits needed to carry out the services, and make available relevant project data and reports.
- 1.7 Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The Client is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Consultants.

Conflict of Interest

- 1.8 Client requires that consultants shall provide professional, objective, and impartial advice and at all times hold the Client’s interests paramount, strictly avoid conflicts of interest with other assignments or their own corporate interests and act without any consideration for future work.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

1.8.1 Without limitation on the generality of the foregoing, Consultants, 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:

Conflicting Activities

- i. A firm that has been engaged by the Client to provide goods, works or services other than consulting services for a project, and any of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, and any of its affiliates, shall be disqualified from subsequently providing goods or works or services other than consulting services resulting from or directly related to the firm’s consulting services for such preparation or implementation

Conflicting Assignments

- ii. A Consultant (including its Personnel and Sub-Consultants) or any of its affiliates shall not be hired for any assignment that, by its nature, maybe in conflict with another assignment of the Consultant to be executed for the same or for another Client

Conflicting Relationships

- iii. A Consultant (including its Personnel and Sub-Consultants) that has a business or family relationship with a member of the Client's staff who is directly or indirectly involved in any part in(a) the preparation of the Terms of Reference of the Assignment / job, (b) the selection process for such Assignment/job, or (c) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Client throughout the selection process and the execution of the Contract

1.8.2 Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Client, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.

1.8.3 No agency or current employees of the Client shall work as Consultants.

Unfair Advantage

1.8.4 If a Consultant could derive a competitive advantage from having provided consulting services related to the assignment in question, the Client shall make

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

available to all other Consultants together with this RFP all information that would in that respect give such Consultant any competitive advantage over competing Consultants

Fraud and Corruption

1.9 It is required that Consultants participating in the project adhere to the highest ethical standards, both during the selection process and throughout the execution of a contract.

The Client:

a) defines, for the purpose of this paragraph, the terms set forth below as follows:

- i. “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official or members of the Consultancy Evaluation Committee (CEC), in the selection process or in contract execution;
- ii. “fraudulent practice” means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;
- iii. “collusive practices” means a scheme or arrangement between two or more consultants with or without the knowledge of the Client, designed to establish prices at artificial, non-competitive levels;
- iv. “coercive practices” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract;

b) will reject a proposal for award, if it determines that the Consultant recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question;

1.10 The Consultants shall be aware of the provisions on fraud and corruption stated in the specific clauses in the General Conditions of Contract.

1.11 Consultants shall furnish information on commissions and gratuities, if any, paid or to be paid to agents relating to this proposal and during execution of the assignment if the Consultant is awarded the Contract, as requested in the Financial Proposal submission form (Section 5).

Only one Proposal

1.12 A Consultant should submit only one proposal. If a Consultant submits or participates in more than one proposal, such proposals shall be disqualified. However, this does not limit the participation of the same Sub-Consultant, including individual experts, to more than one proposal.

Proposal Validity

- 1.13 The Part II Data Sheet to consultant indicates how long Consultants' Proposal must remain valid after the submission date. During this period, Consultants shall maintain the availability of Professional staff nominated in the Proposal and fully commit to their financial proposal, unchanged. The Client will make its best effort to complete negotiations within this period. Should the need arise; however, the Client may request Consultants to extend the validity period of their proposals. Consultants who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal and fully commit to their financial proposal, unchanged, or in their confirmation of extension of validity of the Proposal, Consultants could submit new staff in replacement, who would be considered in the final evaluation for contract award. Consultants who do not agree, have the right to refuse to extend the validity of their Proposals, under such circumstances, the Client shall not consider such proposal for further evaluation.

2. Clarification and Amendment of the RFP Document

- 2.1 Consultants may request a clarification in the RFP document up to the number of days indicated in the Data Sheet before the proposal submission date. Any request for clarification must be sent in writing, or by standard electronic means to the Client's address indicated in the Data Sheet. The Client will respond in writing by standard electronic means of the response (including an explanation of the query but without identifying the source of inquiry) to all Consultants. Should the Client deem it necessary to amend the RFP as a result of a clarification, it shall do so following the procedure under next para
- 2.2 At any time before the submission of Proposals, the Client may amend the RFP by issuing an addendum / corrigendum in writing or by standard electronic means. The addendum/ corrigendum shall be sent to all Consultants and will be binding on them. Consultants shall acknowledge receipt of all amendments. To give Consultants reasonable time in which to take an amendment into account in their Proposals the Client may, if the amendment is substantial, extend the deadline for the submission of Proposals.

3. Preparation of Proposals

- 3.1 The Proposal as well as all related correspondence exchanged by the Consultants and the Client, shall be written in English.
- 3.2 In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

information requested may result in rejection of a Proposal. The Proposal consists of 3 parts (i) Pre-Qualification Proposal (ii) Technical Proposal and (iii) Financial Proposal.

- 3.3 While preparing the Pre-Qualification Proposal and Technical Proposal, Consultants must give particular attention to the following:
- (a) If a Consultant considers that it may enhance its expertise for the assignment by associating with individual experts/ other consultants in it may do so.
 - (b) The estimated number of Professional staff- months/ tenure for the Assignment/job is as shown in the Part II Data sheet. However, the Proposal shall be based on the number of Professional staff-months / tenure or budget estimated by the Consultants. While making the proposal, the consultant must ensure that it proposes the minimum number and type of experts as sought by the Client, failing which the proposal shall be considered as non-responsive.
 - (c) Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) may be submitted for each position.
 - (d) Documents to be issued by the Consultants as part of this assignment must be in English language.

Pre-Qualification Proposal and Technical Proposal Format and Content

- 3.4 Consultants are required to submit the Pre-Qualification proposal and the Full Technical Proposal (FTP). The Data Sheet indicates the format of the Pre-Qualification Proposal and Technical Proposal to be submitted. Submission of the wrong type of Pre-Qualification and Technical Proposal will result in the Proposal being deemed non-responsive.
- 3.5 The Pre-Qualification Proposal shall provide the information as required in Data Sheet Para 5.1 using the attached Standard Forms (Section 3) and shall provide all documentary evidence for the same.
- 3.6 The Technical Proposal shall provide the information indicated in the following paras from (a) to (g) using the attached Standard Forms (Section 4).
- a) For the FTP: a brief description of the Consultants’ organization and an outline of recent experience of the Consultants and, in the case of joint venture, for each partner, on assignments of a similar nature is required in Form TECH-2 of Section 4. For each assignment, the outline should indicate the names of Sub- Consultants/Professional staff who participated, duration of the assignment, contract amount, and Consultant’s involvement. Information should be provided only for those assignments for which the Consultant was legally contracted by the Client as a corporation or as one of the major firms within a joint venture.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

- b) For the FTP: comments and suggestions on the Terms of Reference including workable suggestions that could improve the quality/ effectiveness of the assignment; and on requirements for counterpart staff and facilities including: administrative support, office space, equipment, data, etc. to be provided by the Client (Form TECH-3 of Section 4). Consultants should be able to substantiate the experience claimed in their proposal and must submit Letter of Award / Copy of Contract for all assignments mentioned in the proposal.
 - c) For the FTP, a description of the approach, methodology and work plan for performing the assignment covering the following subjects: technical approach and methodology, work plan, and organization and staffing schedule. Guidance on the content of this section of the Technical Proposals is provided under Form TECH-4 of Section 4. The work plan should be consistent with the Work Schedule (Form TECH-8 of Section 4) which will show in the form of a bar chart the timing proposed for each activity.
 - d) The list of the proposed Professional staff team to be engaged in this assignment by area of expertise, the position that would be assigned to each staff team member, and their tasks (Form TECH-5 of Section 4).
 - e) Estimates of the staff input (staff-months of professionals) needed to carry out the assignment (Form TECH-7A & 7B of Section 4). The staff-months input should be indicated separately in the format.
 - f) CVs of the Professional staff signed by the staff themselves or by the authorized representative of the Professional Staff (Form TECH-6 of Section 4).
 - g) For the FTP: a detailed description of the proposed methodology and staffing for training, if the Data Sheet specifies training as a specific component of the assignment.
- 3.7 The Pre-Qualification Proposal and Technical Proposal (Original) shall not include any financial information. A Pre-Qualification Proposal or Technical Proposal containing financial information shall be declared non responsive.

Financial Proposals

- 3.8 The Financial Proposal shall be prepared using the attached Standard Forms (Section 5). It shall list all costs associated with the assignment, including remuneration for staff (in the field and at the Consultants' home office). The financial proposal shall not include any conditions attached to it and any such conditional financial proposal shall be summarily rejected.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

Taxes

- 3.9 The Consultancy may be subject to local taxes (such as: GST or value added or sales tax, social charges or income taxes) on amounts payable by the Client under the Contract. Consultants shall include such taxes in the financial proposal.
- 3.10 Consultants should provide the price of their services in Indian Rupees.
- 3.11 Commissions and gratuities, if any, paid or to be paid by Consultants and related to the assignment will be listed in the Financial Proposal Form FIN-1 of Section 5.

Earnest Money Deposit (EMD) and Performance Guarantee

3.12 RFP Document Fee

- i. RFP document can be downloaded from the tender section of website of Govt. of Odisha at www.odisha.gov.in.

3.13 Earnest Money Deposit

- i. An EMD of Rs. 1,00,000/- Lakhs, in the form of DD drawn in favour of Chief Executive Officer, OMBADC and payable at Bhubaneswar from any nationalised bank/ scheduled bank, must be submitted along with the Proposal.
- ii. Proposals not accompanied by EMD shall be rejected as non-responsive.
- iii. No interest shall be payable by the Client for the sum deposited as Earnest Money Deposit.
- iv. No bank guarantee will be accepted in lieu of the earnest money deposit.
- v. The EMD of the successful and unsuccessful bidders would be returned back within one month of signing of the contract.

3.14 The EMD shall be forfeited by the Client in the following events:

- i. If Proposal is withdrawn during the validity period or any extension agreed by the consultant thereof.
- ii. If the Proposal is varied or modified in a manner not acceptable to the Client after opening of Proposal during the validity period or any extension thereof.
- iii. If the consultant tries to influence the evaluation process.
- iv. If the First ranked consultant withdraws his proposal during negotiations (failure to arrive at consensus by both the parties shall not be construed as withdrawal of proposal by the consultant).

3.15 Performance Bank Guarantee

- i. The selected consultant shall be required to furnish a Performance Bank Guarantee equivalent to 3% of the contract value rounded off to the nearest thousand Indian Rupees, in the form of an unconditional and irrevocable bank guarantee from a scheduled commercial bank in India in favour of Chief Executive Officer, OMBADC for the entire period of contract with 90 days claim period. The bank guarantee must be submitted after award of contract but before signing of consultancy contract. The successful bidder has to renew the bank guarantee on same terms and conditions for the period up to contract including extension period, if any. Performance Bank Guarantee would be returned only after successful completion of tasks assigned to them and only after adjusting/recovering any dues recoverable/payable from/by the Consultant on any account under the contract. On submission of this performance guarantee and after signing of the contract, demand draft submitted towards EMD would be returned in original

4. Submission, receipt and opening of proposals

- 4.1 The original proposal (Pre-Qualification proposal, Technical Proposal and Financial Proposal;) shall contain no interlineations or overwriting, except as necessary to correct errors made by the Consultants themselves. The person who signed the proposal must initial such corrections. Submission letters for the Pre-Qualification Proposal, Technical Proposal and Financial Proposals should respectively be in the format of PRE-QUAL FORM 1 and PRE-QUAL FORM 2, TECH-1 of Section 4, and FIN-1 of Section 5, respectively.
- 4.2 An authorized representative of the Consultants shall initial all pages of the original Pre-Qualification, Technical and Financial Proposals. The authorization shall be in the form of a written power of attorney accompanying the Pre-Qualification, Technical and Financial Proposals or in any other form demonstrating that the representative has been duly authorized to sign. The signed Pre-Qualification, Technical and Financial Proposals shall be marked “ORIGINAL”.
- 4.3 The Pre-Qualification Proposal should be marked “ORIGINAL” or “COPY” as appropriate. The Pre-Qualification Proposals shall be sent to the addresses referred to and in the number of copies indicated in the Data Sheet Para 4.3. All required copies of the Pre-Qualification Proposal are to be made from the original. If there are discrepancies between the original and the copies of the Pre-Qualification Proposal, the original governs. All the agencies responding to this tender would need to meet the pre-qualification criteria set in this RFP as per details provided in Data Sheet Para 5.1.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

- 4.4 The Technical Proposal shall be marked “ORIGINAL” or “COPY” as appropriate. The Technical Proposals shall be sent to the addresses referred to and in the number of copies indicated in the Data Sheet Para 4.3. All required copies of the Technical Proposal are to be made from the original. If there are discrepancies between the original and the copies of the Technical Proposal, the original shall prevail.
- 4.5 The original and all copies of the Pre-Qualification Proposal shall be placed in a sealed envelope clearly marked “PRE- QUALIFICATION PROPOSAL”. The original and all copies of the Technical Proposal shall be placed in a sealed envelope clearly marked “TECHNICAL PROPOSAL”. Similarly, the original Financial Proposal shall be placed in a sealed envelope clearly marked “FINANCIAL PROPOSAL” and the name of the assignment, and with a warning “DO NOT OPEN WITH THE PRE-QUALIFICATION PROPOSAL OR TECHNICAL PROPOSAL.” The envelopes containing the Technical Proposal, Financial Proposals and EMD shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and be clearly marked “DO NOT OPEN, EXCEPT IN PRESENCE OF THE OFFICIAL APPOINTED, BEFORE 1600 hrs on [REDACTED], 2022”. The Client shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may be a case for Proposal rejection. If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive.
- 4.6 The Proposals must be sent to the address/addresses indicated in the Data Sheet and received by the Client not later than the time and the date indicated in the Data Sheet, or any extension to this date in accordance with para. 2.2. Any proposal received by the Client after the deadline for submission shall be returned unopened.
- 4.7 From the time the Proposals are opened to the time the Contract is awarded, the Consultants should not contact the Client on any matter related to its Pre-Qualification, Technical and/or Financial Proposal. Any effort by Consultants to influence the Client in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Consultants' Proposal.
- 4.8 The Client has/ will constitute a Consultancy Evaluation Committee (CEC) which will carry out the entire evaluation process.
- 4.9 The Client shall open the Pre-Qualification Proposal immediately after the deadline for their submission. The envelopes with the Technical Proposal and Financial Proposal shall remain sealed and securely stored.

5. Evaluation of Pre-Qualification Proposal and Technical Proposal

- 5.1 The Consultancy Evaluation Committee shall first evaluate the Pre-Qualification Proposal as per the Pre-Qualification Criteria detailed in Data Sheet Para 5.1. The CEC while evaluating the Pre-Qualification Proposals shall have no access to the Technical and Financial Proposals until the Pre-Qualification evaluation is concluded and the competent authority accepts the recommendation. The Pre-Qualification proposal shall be evaluated based on the information provided in the Standard Forms (Section 3) and the supporting documents.
- 5.2 The technical proposals of only those bidders, who qualify in the evaluation of the pre-qualification proposals, shall be opened. Consultancy Evaluation Committee while evaluating the Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded and the competent authority accepts the recommendation.
- 5.3 The Consultancy Evaluation Committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and by applying the evaluation criteria, sub-criteria specified in the Data sheet. In the first stage of evaluation, a Proposal shall be rejected if it is found deficient as per the requirement indicated in the Data sheet for responsiveness of the proposal. Only responsive proposals shall be further taken up for evaluation. Evaluation of the technical proposal will be done and at this stage the financial bid (proposal) will remain unopened. Consultants shall make presentation to Consultancy Evaluation Committee which will be evaluated. The qualification of the consultant and the evaluation criteria for the technical proposal shall be as defined in the Data sheet. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP, & particularly the Terms of Reference or if it fails to achieve the minimum technical score indicated in the Data Sheet.

Public Opening and Evaluation of Financial Proposals- QCBS Selection Procedure (80:20)

- 5.4 Financial proposals of only those firms who are technically qualified shall be opened publicly on the date & time specified the Data sheet, in the presence of the Consultants' representatives who choose to attend. The name of the Consultants, their technical score (if required) and their financial proposal shall be read aloud.
- 5.5 The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial

amount and the total amount, or between word and figures the formers will prevail. In addition to the above corrections, the items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items. In case an activity or line item is quantified in the Financial Proposal differently from the Technical Proposal, (i) if the Time- Based form of contract has been included in the RFP, the Evaluation Committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal, apply the relevant unit price included in the Financial Proposal to the corrected quantity and correct the total Proposal cost, (ii) if the Lump-Sum form of contract has been included in the RFP, no corrections are applied to the Financial Proposal in this respect. If permitted under RFP to quote in any currency other than Indian Rupees, prices shall be converted to Indian Rupees using the selling rates of exchange, source and reference date indicated in the Data sheet. Normally, the date will be the date of opening of the tender unless specified otherwise in the Data sheet.

- 5.6 In the QCBS method of selection of Consultant, the lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the Data Sheet. Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) indicated in the Data Sheet: $S = St \times T\% + Sf \times P\%$. The firm achieving the highest combined technical and financial score will be invited for negotiations.

6. Negotiations

- 6.1 Negotiations will be held at the address indicated in the Data Sheet. The invited Consultant will, as a pre-requisite for attendance at the negotiations, confirm availability of all Professional staff. Failure in satisfying such requirements may result in the Client proceeding to negotiate with the next-ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude a Contract

Technical Negotiations

- 6.2 Negotiations will include a discussion of the Technical negotiations Proposal, the proposed technical approach and methodology, work plan, and organization and staffing, and any suggestions made by the Consultant to improve the Terms of Reference. The Client and the Consultants will finalize

the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as “Description of Services”. Special attention will be paid to clearly defining the inputs and facilities required from the Client to ensure satisfactory implementation of the assignment. The Client shall prepare minutes of negotiations which will be signed by the Client and the Consultant.

Financial Negotiations

- 6.3 After the technical negotiations are over, financial negotiations should be carried out in order to reflect any change in financials due to change in scope of work or due to clarification on any aspect of the technical proposal during the technical negotiations. Under no circumstances, the financial negotiation shall result in an increase in the price originally quoted by the consultant. Unless there are exceptional reasons, the financial negotiations will involve neither the remuneration rates for staff nor other proposed unit rates. For other methods, Consultants will provide the Client with the information on remuneration rates described in the Appendix attached to Section 5 - Financial Proposal - Standard Forms of this RFP.

Availability of Professional Staff/Experts

- 6.4 Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the Client expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the Client will require assurances that the Professional staff will be actually available. The Client will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered in the proposal without confirming their availability, the Consultant may be disqualified. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate

Conclusions of Negotiations

- 6.5 Negotiations will conclude with a review of the draft Contract. To complete negotiations the Client and the Consultant will initial the agreed Contract. If negotiations fail, the Client will invite the Consultant whose Proposal received the second highest score to negotiate a Contract

7. Award of Contract

- 7.1 After completing negotiations the Client shall issue a Letter of Intent to the selected Consultant, and promptly notify all Consultants who have submitted proposals about the decision taken.
- 7.2 The consultants will sign the contract after fulfilling all the formalities/pre-conditions mentioned in the standard form of contract in Section-7, within 15 days of issuance of the letter of intent.
- 7.3 The Consultant is expected to commence the assignment on the date and at the location specified in the Part II Data Sheet.

8. Confidentiality

- 8.1 Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultants who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal

III. Instructions to Consultants

**Part II
Data Sheet**

| Paragraph Reference | |
|----------------------------|--|
| 1.1 | <p>Name of the Client: Chief Executive Officer, OMBADC, Government of Odisha,</p> <p>Method of selection: Pre-Qualification of eligible consultants followed by Quality and Cost Based Selection (QCBS).</p> |
| 1.2 | <p>Name of the assignment: “Selection of Agency to conduct Impact Assessment Study on “Pucca Ghar Yojana (Mining)under OMBADC”</p> |
| 1.3 | <p>The Proposal submission address is: The Chief Executive Officer, OMBADC, 1st floor Aranya Bhawan, GD-2/12, Chandrasekharpur, Bhubaneswar, Odisha-23, India</p> <p>Proposal (Pre-qualification Proposal, Technical Proposal and Financial Proposals in three separate sealed envelopes and EMD) must be submitted no later than the following date and time:</p> <p>Date: , 2022 Time: 1400 hrs</p> |
| 1.5 | <p>A pre-proposal conference will be held: Yes</p> <p>The conference will be held at 11:30 A.M on _____, 2022at Office of TheChief Executive Officer,OMBADC, 1st floor Aranya Bhawan, GD-2/12, Chandrasekharpur, Bhubaneswar, Odisha-23 The Client’s representative is: The Chief Executive Officer, OMBADC, Government of Odisha,</p> |
| 1.6 | <p>The Client will provide the following inputs and facilities: Clarification of queries in consultation with the Chief Executive Officer, OMBADC, Government of Odisha,</p> |
| 1.13 | <p>Proposals must remain valid for 120 days after the submission date.</p> |
| 2.1 | <p>Clarifications may be requested not later than 10 days before the submissiondate.</p> <p>The address for requesting clarifications is: Contact Person The Chief Executive Officer,OMBADC, 1st floor Aranya Bhawan, GD-2/12, Chandrasekharpur, Bhubaneswar, Odisha-23</p> |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

| | |
|----------------|---|
| 3.3 (b) | The period shall be 4 months with a provision for extension of the contract for another 1 months with mutual written agreement. |
| 3.4 | The formats for the Pre-Qualification Proposal to be submitted are: Pre-Qual Form 1 - Pre-Qualification Proposal Submission Form Pre-Qual Form 2 - Consultant’s Organization & Requisite Experience The formats of the Technical Proposal to be submitted are: Form Tech 1: Letter of Proposal submission Form Tech 2: Consultant's organization & experience Form Tech 3: Comments & suggestions on TOR Form Tech 4: Approach & methodology Form Tech 5: Team composition Form Tech 6: Curriculum vitae |
| 3.4 (g) | Training is a specific component of this assignment: No |
| 3.8 | Consultant to state local cost in Indian Rupees |
| 4.3 | Consultant must submit the following: a) One Original hard copy of the Pre-Qualification Proposal b) One Original hard copy of the Technical Proposal, and c) Only the Original of the Financial Proposal |
| 5 | <p>Pre-Qualification Criteria</p> <p>The Technical Proposals of only those bidders who meet the pre-qualification criteria will be opened. Bidders failing to meet these criteria or not submitting requisite proof for supporting pre-qualification criteria are liable to be rejected summarily.</p> <ol style="list-style-type: none"> 1. The Agency must be a registered legal entity <ul style="list-style-type: none"> - Certificate of Incorporation/ Registration Certificate 2. The Consulting Firm should have been in operation for a period of at least 10 years as of 31-03-2021 <ul style="list-style-type: none"> - Certificate of Incorporation/ Declaration by the Board/ Certificate for commencement of business 3. The Consulting Firm should have at least 50 qualified expert personnel with prior experience of providing consulting services <ul style="list-style-type: none"> - Undertaking from the Authorized Signatory 4. The Consulting Firm should have an average annual turnover of at least INR 5 Crores in each of the latest three years (i.e. 2017-18, 2018-19 and 2019-20) in India. This must be individual firm’s turnover for program management and not that of group of companies. <ul style="list-style-type: none"> - A Certificate from Chartered Accountant provided as evident - Net worth of Bidder should be positive as on March-2021 - Copies of Filing. IT return of latest 3 years 5. The bidder must have experience in doing impact assessment/Research/Evaluation study for Govt Program/ project in |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

| | |
|--|---|
| | <p>last 5 years from date bid submission date</p> <ul style="list-style-type: none">- A copy of Work Orders or Letter of Intent or Contract shall be provided as evident <p>6. No consortium / Joint Ventures / associations / sub-contracting shall be allowed under this project</p> <ul style="list-style-type: none">- Declaration of submitting as independent agency from the Company Secretary or Authorized Signatory <p>7. For data Collection third party /surveyor may be engaged by the bidding firm. Bidder alone will be responsible to the Client for the Reports, the performance of the Services, and our other obligations under this Agreement.</p> <p>The list of mandatory supporting documents to be submitted are:</p> <ol style="list-style-type: none">1. Financials (Audited Balance Sheet/ CA Certificate) for the last three financial years, 2017-18, 2018-19 and 2019-20 (In case of 2020-21, the financial statement certified by Chartered Account to be furnished)2. Certificate of incorporation, Registration Certificates, Service Tax Registration, PAN card, GST certificate3. Certificate duly attested by Human Resource Department/ Statutory Auditor of the firm for qualified expert personnel4. Work Order/ Completion Certificate/ Client Certificate for previous Experience |
|--|---|

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

6 Criteria, sub-criteria, and point system for the Detailed Evaluation of Technical Proposals are

| Sl. | Evaluation Criteria | Max. Marks |
|------------|---|-------------------|
| 1. | Experience of Bidder (Details to be provided as per Tech 2 and Copy of contract/ client letter to be provided for each project furnished) | 45 |
| 1.1 | The bidder must have experience in doing impact assessment/Research/Evaluation study or Similar assignment for Govt. Program/ project in last 5 years from date bid submission date. Each assignment 5 marks, Max-20 marks | 20 |
| 1.2 | The Consulting firm should have at least 100+ qualified expert personnel with prior experience of providing consulting services For 100-200 qualified experts- 3 mark For 201-300 qualified experts- 6marks For 301+ qualified experts- 10 marks | 10 |
| 1.3 | Experience of doing Impact Assessment Study/Evaluation of agencies like UN/World Bank/JICA/Other International Agencies Each assignment 2 marks, Max-10 marks | 10 |
| 1.4 | Experience of working with a Mining Area Projects impacting socio-economic livelihood in any district/State (Currently running and / or completed) Each assignment 1 marks, Max-5 marks | 5 |
| 2. | Project Understanding and Approach & Methodology etc. for implementing the assignments as per the bid document | 20 |
| 3 | Technical presentation before Evaluation Committee | 35 |
| | Total | 100 |

The bidders securing 40 marks out of 65 marks (1 & 2 of Criteria, sub-criteria, and point system for the Detailed Evaluation of Technical Proposals as above) will be eligible for technical presentation. A prospective bidder has to secure 70 % in technical evaluation to become eligible for financial consideration. Bidders who don't get 70 % will be declared technically ineligible and financial bids will not be opened.

7 Evaluation of Technical and Financial Score

The formula for determining the technical score is as follows:

Technical Score (TS) = $(100 \times T / T_m)$, in which TS is the normalized technical score, T_m is the highest technical score and T is the technical score of the proposal under consideration.

The formula for determining the financial scores (FS) is the following:

$FS = 100 \times F_m / F$, in which FS is the financial score, F_m is the lowest price and F the price of the proposal under consideration.

The weights given to the Technical and Financial Proposals are:

T = 0.80; and F = 0.20

8 Expected date and address for contract negotiations:

Date to be communicated later.

Address: The Chief Executive Officer, OMBADC, Government of Odisha,

9 Expected date and place for commencement of consulting services

Date to be communicated later.

Address: The Chief Executive Officer, OMBADC, Government of Odisha ,

IV. Section 3- Pre-Qualification Proposal - Standard Forms

Refer to Reference Paragraph 3.4 of the Data Sheet for format of Pre-Qualification Proposal to be submitted, and paragraph 3.4 of Section 2 of the RFP for Standard Forms required and number of pages recommended.

Pre-Qualification Proposal

PRE-QUAL FORM 1 - Pre-Qualification Proposal Submission Form

PRE-QUALFORM 2 - Consultant’s Organization and Requisite Experience

1. Pre-Qual Form 1 – Pre-Qualification Submission form

To:

The Chief Executive Officer
OMBADC,
1st Floor, Aranaya Bhawan, Chandrasekharpur
Bhubaneswar-29, Odisha

Dear Sir:

We, the undersigned, offer to provide Consultancy for the assignment-“**Selection of Agency to conduct Impact Assessment study on “Pucca Ghar Yojana (Mining)under OMBADC”**”in accordance with your Request for Proposal dated _____ and our Proposal. We are hereby submitting our Proposal, which includes this Pre-Qualification Proposal, and a Technical Proposal and Financial Proposal sealed in separate envelopes.

We hereby declare that all the information and statements made in this Pre-Qualification Proposal are true and accept that any misrepresentation contained in it may lead to our disqualification. We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in Paragraph Reference 7.3 of the Data Sheet.

We understand you are not bound to accept any Proposal you receive. We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

Location: _____ Date: _____

2. Pre-Qual Form 2 – Consultant Organization and Experience

A - Consultant’s Organization

[Provide here a brief description of the background and organization of your firm/entity. Also provide a brief description on the ownership details, date and place of incorporation of the firm, objectives of the firm etc. Apart from this, also provide information on the Annual Turnover of the firm for the last 3 financial years as required in Section III- Instruction to consultants, Part II – Data Sheet]

Organization and Financial Information

| Form A 1: Details of the Organization - Bidder | |
|---|--|
| Name | |
| Date of Incorporation | |
| Date of Commencement of Business | |
| Address of the Headquarters | |
| Address of the Registered Office in India | |
| Area of expertise with respect to this project | |
| Contact details (name, address, phone no. and e-mail) | |
| No. of fulltime consultants on payroll as on 31st March 2021 | |
| No. of years of business consulting experience in India as on 31st March 2021 | |

| Form A2: Financial Information – Bidder | | | |
|--|------------|------------|------------|
| From India operations | | | |
| | FY 2017-18 | FY 2018-19 | FY 2019-20 |
| Revenue (in INR crores) | | | |
| Revenue from Consulting (in INR crores) | | | |
| Other Relevant Information | | | |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

B- Consultant Firm’s Experience

[Using the format below, provide information on each assignment for which your firm was legally contracted individually as a corporate entity for carrying out consulting services as requested under this assignment. Consultants should provide all the details (including documentary evidence like copy of work order/ contract document/ completion certificate from customer/ certificate from auditor) as required in Section III- Instruction to consultants, Part II – Data Sheet]

Please provide citations of 1 relevant consultancy project

| | |
|--|---|
| Assignment name: | Approx. Value of Contract: (Mandatory field) (Mention contract value in INR) |
| Country: Location within country | Duration of assignment (months): |
| Name of Client: | Total No. of staff-months of the assignment: |
| Address: | Approx. value of the services provided by your firm under the contract (in INR): |
| Start date (month/year): Completion date (month/year): | No of professional staff-months provided by associated Consultants: |
| Name of associated Consultants, if any: | Name of senior professional staff of your firm involved & functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader): |
| Narrative description of Project: | |
| Description of actual services provided by your staff within the assignment: | |

V. Section 4 – Technical Proposal – Standard Forms

Refer to Reference Paragraph 3.4 of the Data Sheet for format of Pre-Qualification Proposal to be submitted, and paragraph 3.4 of Section 2 of the RFP for Standard Forms required and number of pages recommended.

Technical Proposal

TECH-1 Technical Proposal Submission Form

TECH-2 Consultant’s Organization and Experience

A - Consultant’s Organization

B - Consultant’s Experience against all relevant evaluation criteria

TECH-3 Comments or Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be provided by the Client

A - On the Terms of Reference

B - On the Counterpart Staff and Facilities

TECH-4 Description of the Approach, Methodology and Work Plan for Performing the Assignment

TECH-5 Team Composition and Task Assignments

TECH-6 Curriculum Vitae (CV) for Proposed Professional Staff

TECH-7 Staffing Schedule

TECH-8 Work Plan

TECH-9 Comments/Modifications suggested on Draft Contract

TECH-10 Information Regarding any Conflicting Activities and Declaration Thereof

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

1. Form Tech 1 –Technical Proposal Submission Form

To:

The Chief Executive Officer,
OMBADC,
1st Floor, Aranaya Bhawan, Chandrasekharapur
Bhubaneswar-29, Odisha

Dear Sir:

We, the undersigned, offer to provide Consultancy for the assignment- **“Selection of Agency to conduct Impact Assessment study on “Pucca Ghar Yojana (Mining) under OMBADC”** in accordance with your Request for Proposal **dated _____** and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed in a separate envelope.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification. If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in Paragraph Reference 1.13 of the Data Sheet, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in Paragraph Reference 7.3 of the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

Location: _____ Date: _____

2. Form Tech 2 – Consultant Organization and Experience

A - Consultant’s Organization

[Provide here a brief description of the background and organization of your firm/entity.]

B - Consultant Firm’s Experience

[Using the format below, provide information on each assignment for which your firm was legally contracted individually as a corporate entity for carrying out consulting services as requested under this assignment. Consultants should provide all the details (including documentary evidence like copy of work order/ contract document/ completion certificate from customer/ certificate from auditor) as required in Section III- Instruction to consultants, Part II – Data Sheet]

| | |
|--|---|
| Assignment name: | Approx. Value of Contract: (Mandatory field) (Mention contract value in INR or provide ranges) |
| Country: Location within country | Duration of assignment (months): |
| Name of Client: | Total No. of staff-months of the assignment: |
| Address: | Approx. value of the services provided by your firm under the contract (in INR): |
| Start date (month/year): Completion date (month/year): | No of professional staff-months provided by associated Consultants: |
| Name of associated Consultants, if any: | Name of senior professional staff of your firm involved & functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader): |
| Narrative description of Project: | |
| Description of actual services provided by your staff within the assignment: | |

Firm’s Name: _____

3. Form Tech 3 – Comments and Suggestions on the Terms of Reference and on Counterpart Staff and facilities to be provided by the Client

A - On the Terms of Reference

[Suggest and justify here any modifications or improvement to the Terms of Reference you are proposing to improve performance in carrying out the assignment (such as deleting some activity you consider unnecessary, or adding another, or proposing a different phasing of the activities). Such suggestions should be concise and to the point, and incorporated in your Proposal.]

B - On Inputs and Facilities

[Comment here on inputs and facilities to be provided by the Client according to Paragraph Reference 1.6 of the Part II Data Sheet including: administrative support, office space, local transportation, equipment, data, etc.]

4. Form Tech 4 – Description of Approach, Methodology and Work Plan for Performing the Consultancy Assignment

[Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal divided into the following chapters:

- a) Technical Approach and Methodology,*
- b) Work Plan,*

5. Form Tech 5 – Team Composition for Consultancy Assignment

| Name of Staff | Area of Expertise | Position Assigned |
|---------------|-------------------|-------------------|
| | | |
| | | |
| | | |
| | | |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

6. FormTech-6 Curriculum Vitae(CV)for Proposed Professional Staff

| | | | | |
|-----|---|--|-------------|---------|
| 1. | Proposed Position | | | |
| 2. | Name of Firm: | | | |
| 3. | Name of Staff: | | | |
| 4. | Date of Birth | | | |
| 5. | Nationality | | | |
| 6. | Education | | | |
| | Name of Institution | Degree(s) or Diploma(s) obtained: | Date | |
| | | | | |
| | | | | |
| | | | | |
| 7. | Membership in Professional Associations/ Trainings attended | | | |
| | | | | |
| 8. | Countries of Work Experience: | | | |
| | | | | |
| 9. | Languages | | | |
| | | | | |
| | Language | Reading | Speaking | Writing |
| | English | | | |
| | Hindi | | | |
| | Any other | | | |
| 10. | Employment Record: | | | |
| | FROM : | | TO: | |
| | CLIENT | | | |
| | POSITION/S HELD | | | |
| | | | | |
| | FROM: | | TO: | |
| | CLIENT | | | |
| | POSITION/S HELD | | | |
| | | | | |
| | FROM: | | TO: | |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

| | | |
|-----------------|---|--|
| CLIENT | | |
| POSITION/S HELD | | |
| | | |
| 11. | Work Undertaken that Best Illustrates Capacity to Handle the Tasks Assigned | |
| | Name of assignment or project: | |
| | Year: | |
| | Location: | |
| | Client: | |
| | Main project features: | |
| | • | |
| | Position/s held: | |
| | Activities performed: | |
| | • | |
| | Name of assignment or project: | |
| | Year: | |
| | Location: | |
| | Client: | |
| | Main project features: | |
| | • | |
| | Position/s held: | |
| | Activities performed: | |
| | Name of assignment or project: | |
| | Year: | |
| | Location: | |
| | Client: | |
| | Main project features: | |
| | Positions held: | |
| | Activities performed: | |
| 12. | Certification | |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Full name of authorized representative:

VI. Section 5- Financial Proposal – Standard Forms

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal according to the instructions provided under para 3.6 of Section 2. Such Forms are to be used whichever is the selection method indicated in para 4 of the Letter of Invitation.

FIN-1 Financial Proposal Submission Form

FIN-2 Summary of Costs

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

1. Form FIN 1- Financial Proposal Submission Form

[Location, Date]

To:

The Chief Executive Officer,
OMBADC,
1st Floor, Aranaya Bhawan, Chandrasekharpur
Bhubaneswar-29, Odisha

Dear Sirs:

We, the undersigned, offer to provide Consultancy for the assignment- **“Selection of Agency to conduct Impact Assessment study on “Pucca Ghar Yojana (Mining) under OMBADC”** in accordance with your Request for Proposal dated _____ and our Technical Proposal. Our attached Financial Proposal is for the sum of [*Insert amount(s) in words and figures*]. The amount of the local taxes, as identified/estimated is shown in the summary separately.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Paragraph Reference 1.13 of the Data Sheet. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act, 1988”.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

2. Form FIN 2 – Summary of Costs

Financial Proposal for providing Consultancy services

| Item | Costs in INR |
|--|---------------------|
| 1. Total Costs of Financial Proposal for providing consultancy for the assignment | |
| Total Amount of Financial Proposal for providing consultancy services (excluding taxes) | |

* Price has to be quoted for the entire duration (4months) of the assignment

VII. Section 6 – Terms of Reference

1. Background and Approach:

Pucca Ghar Yojana(Mining) scheme:

Housing is a fundamental human need and a basic requirement for the human survival as well as for a decent life. Government of Odisha is committed to provide Pucca House to all the rural households living in Kutcha houses. State Government with a view to achieve this objective launched "Biju Pucca Ghar Yojana (BPGY)" during 2014.

The Govt. of Odisha also decided to use the Adhoc CAMPA funds of Odisha Mineral Bearing Areas Development Corporation (OMBADC) for constructing pucca houses for eligible beneficiaries in the 08 mineral bearing areas viz. Angul, Dhenkanal, Jajpur, Jharsuguda, Keonjhar, Koraput, Mayurbhanj and Sundargarh through Pucca Ghar Yojana (Mining). The unit assistance and instalment pattern are same as with Biju Pucca Ghar Yojana beneficiaries and the scheme is implemented by the Panchayati Raj department.

Since the norms of PGY (M) and BPGY are similar, detail of the BPGY is as follows:

The BPGY has two components:

1. BPGY (Normal)
2. BPGY (Special)

Biju Pucca Ghar Yojana (Normal):

Funds allocated under the component can be utilized for following admissible expenditure:

1. Incentive to the beneficiaries, officials & CBOs/NGOs involved in the implementation of Biju Pucca Ghar Yojana, Pradhan Mantri Awaas Yojana (Gramin) or any other State funded Rural Housing Schemes for early completion of house.
2. For completion of house and IHHL within 4 months of receipt of 1st instalment, incentive of Rs. 20,000/- will be paid to the beneficiary.
3. For completion of house and IHHL within 6 months of receipt of 1st installment, incentive of Rs. 10,000/- will be paid to the beneficiary.
4. Award for Excellence in rural housing to State/District/Block teams and officials involved for implementation. The eligibility, type, category of the awards and other modalities shall be decided by the Department from time to time.
5. Preparation of IEC material.
6. Imparting habitat and housing literacy to beneficiaries.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

7. Payment of honorarium/incentives to SHGs/CRPs & CBOs for facilitating construction of Biju Pucca Ghar Yojana Houses.
8. Training of officials.
9. Cost of engraved logo of Biju Pucca Ghar Yojana to be installed by the beneficiaries.
10. Others, with approval of PR & DW Department.

Biju Pucca Ghar Yojana (Special):

Under this component, housing units minimum 25 Sq. Mtr. will be sanctioned to the following categories of beneficiaries

1. Rehabilitation/ relocation of the Household whose house has been fully/severely damaged by natural/ manmade calamities like fire, flood, cyclone, earth quake, elephant menace, communal violence, LWE violence, major law and order problem etc.
2. Victims of river/sea inundation who need re-location/shifting or who are rehabilitated/relocated due to Government projects like irrigation schemes, roads etc..
3. Beneficiaries of the Schedule Tribe and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006.
4. People affected by Occupational diseases like silicosis, asbestos and overuse of pesticides.
5. Extremely poor, vulnerable and deserving households who need pucca house on compassionate ground but could not be selected under Pradhan Mantri Awaas Yojana (Grameen).
6. Along with the registered SECC 2011 kutchha households, the households either totally left out or wrongly not registered in kutchha household category of SECC list are also eligible, if found to be living in kutchha house as per field verification and if considered deserving by the District Level Selection Committee and approved as such by the Committee.
7. Rehabilitation/ relocation of the Household whose house has been fully/severely damaged by natural/ manmade calamities like fire, flood, cyclone, earth quake, elephant menace, communal violence, LWE violence, major law and order problem etc.

2. Objectives:

Objective of the assignment is to conduct exhaustive sample survey of the households in 691 mining affected villages of 08 Districts viz. Angul, Dhenkanal, Jajpur, Jharsuguda, Keonjhar, Koraput, Mayurbhanj & Sundargarh provided with pucca houses under **Pucca Ghar Yojana (Mining) scheme**. The details of the assignment are mentioned in the scope of work.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

3. Scope of Work:

An impact assessment study needs to be conducted by the selected agency in all the mining affected villages in eight mineral bearing Districts viz Angul, Dhenkanal, Jajpur, Jharsuguda, Keonjhar, Koraput, Mayurbhanj and Sundargarh.

The study scope includes:

- a. Level of awareness of the scheme among the common man and beneficiaries in particular.
- b. To assess the overall socio-economic changes brought about on the lives of beneficiaries at household and community levels.
- c. To study the extent of convergence of development programmes with MGNREGA, SBM, etc. and factors constraining effective convergence.
- d. To study the impact of scheme on the Women empowerment (perceptual and tangible impact according to females and public at large).
- e. To assess beneficiaries experience in accessing services/benefits under Govt program, procedural changes required to improve accessibility, plugging the loopholes and leakages,

4. Methodology:

The agency is to suggest the Approach and Methodology required for undertaking the survey with the sample size to be covered in the technical proposal.

All the Interviewers/ Surveyor should thoroughly be trained regarding schedule/ Questionnaire and various aspects of the PGY (Mining) Scheme. Selected bidder shall organise the training of the surveyors and fully ensure their understanding regarding the survey. OMBADC may interview some of the interviewer/surveyors and in case found that the selected surveyors don't match the expectation then training/capacity building should be re-arranged to the satisfaction of the OMBADC.

Selected Bidder shall carry out systematic, independent, and documented process for obtaining evidence and shall evaluate it objectively to determine the extent to which they are relevant and verifiable on the basis of process-based approach.

Table: Tentative Sample of Study

| Sl. No. | District | Target | Unit assistance (In lakh) | 1st inst. | 2nd inst. | 3rd inst. | 4th inst. | Completed | Incomplete | % |
|----------|------------|----------|---------------------------|-----------|-----------|-----------|-----------|-----------|------------|-----------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 1 | ANGUL | 2173 | 1.2 | 2173 | 2162 | 2107 | 2031 | 2158 | 15 | 99.31 |
| 2 | DHENKANAL | 372 | 1.2 | 372 | 372 | 372 | 372 | 372 | 0 | 100.00 |
| 3 | JAJPUR | 921 | 1.3 | 921 | 853 | 793 | 667 | 919 | 2 | 99.78 |
| 4 | JHARSUGUDA | 270 | 1.2 | 270 | 270 | 270 | 270 | 270 | 0 | 100.00 |
| 5 | KENDUJHAR | 14237 | 1.3 | 14237 | 13414 | 12140 | 10011 | 13485 | 752 | 94.72 |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

| Sl. No. | District | Target | Unit assistance (In lakh) | 1st inst. | 2nd inst. | 3rd inst. | 4th inst. | Completed | Incomplete | % |
|--------------|------------|--------------|---------------------------|--------------|--------------|--------------|--------------|--------------|-------------|--------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 6 | KORAPUT | 2431 | 1.3 | 2431 | 2398 | 2311 | 1756 | 2349 | 82 | 96.63 |
| 7 | MAYURBHANJ | 826 | 1.3 | 826 | 825 | 825 | 820 | 825 | 1 | 99.88 |
| 8 | SUNDARGARH | 8599 | 1.3 | 8599 | 8348 | 8048 | 7364 | 8340 | 259 | 96.99 |
| Total | | 29829 | | 29829 | 28642 | 26866 | 23291 | 28718 | 1111 | 96.28 |

The detailed study methodology, sample size, indicators, areas of performance monitoring and impact assessment, and data collection tools including case studies shall be proposed by the Consultants in its implementation plan to be presented for technical evaluation. However, OMBADC may direct the desired changes before the finalization of the same. Similarly, the draft report of the study will be discussed in a workshop and based on the feedback received the draft report will be finalized.

Note:

The deployed resources will maintain confidentiality of information received from respondents, its stakeholders and no information will be shared with anyone other than OMBADC. All information, questionnaires, tabulated data, reports findings, documents will be the sole property of the OMBADC and third party use or retention of information by the bidder or any employees of the bidder will be illegal and violation of the copy right. These information /data /material will only be used for the purpose of impact assessment study entrusted by OMBADC.

5. Period of execution

The Consultant shall commence work within 15 days of signing of the contract and shall complete the assignment within a period of 4 months from signing of the contract.

6. Deliverables and corresponding Time Frame

Main Deliverables

The Consultant is expected to deliver the following during the assignment.

A. Inception Report

- A note on the sampling methodology to identify the districts/localities those need to be studied
- A brief note on key questions to be answered through the study, and indicators/areas of performance monitoring and impact assessment.
- A brief note on the study methodology and study tools to be used
- A note on the detailed plan for data collection with timelines for key milestones.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

- A note for discussion with clients before finalizing the plan, study methodology and tools.
- Based on the feedback from the clients, an Inception Report mentioning final selection of districts/localities to be studied, final data collection plan, study methodology and tools.

B. Draft Study Report

- Detailed analysis of the study done and submission of the draft study report (Note: Before writing the draft study report, the Consultant is required to share the table of contents with the Client and take their approval)

C. Final study report

- A note for discussion with Client to discuss the draft study report for feedback and suggestion.
- To conduct the state level workshop with various stakeholders and a report on the workshop proceeding including the feedback points.
- Incorporating the feedback/suggestions from state workshop and submission of final report

7. Project Deliverables, Timelines & Payment Terms-

| Scope of Work | Activity | Deliverables | Timeline | Payment Terms |
|------------------------------------|--|--|-----------------|----------------------|
| Impact assessment framework design | <ul style="list-style-type: none"> ▪ Submission of Inception Report including finalized methodology and work plan ▪ Tabulation of measurable parameters for impact assessment as requirement traceability matrix. ▪ Ensure mapping of the Policy, circulars, letters and other are mapped in traceability matrix. | <ul style="list-style-type: none"> ▪ Reporting of Team Leader/District Consultant, Survey or ▪ Assessment framework & Templates, Survey Plan, Survey Checklist, Questionnaire, team deployment, etc. ▪ Identification of Measurable parameters and full assessment plan and study methodology based on Critical, High, Medium, Low parameters | 20 days | 30% |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

| Scope of Work | Activity | Deliverables | Timeline | Payment Terms |
|--|--|--|-----------------|----------------------|
| | | <ul style="list-style-type: none"> ▪ Mobilisation of Teams | | |
| Survey Task as per Scope of Work (SoW). | <ul style="list-style-type: none"> ▪ Monthly Survey/Field work | <ul style="list-style-type: none"> ▪ Report on No of District/Villages and respondent to be covered (Survey Completed) | 85 days | 40% |
| | <ul style="list-style-type: none"> ▪ Survey and data collection at field level covering geographical and demographic samples as per the project plan | <ul style="list-style-type: none"> ▪ Completed file work and all the Survey report and consolidated data presentation ▪ Submission of draft report | | |
| Final Assessment Report and Providing feedback to OMBADC | <ul style="list-style-type: none"> ▪ Sharing findings with OMBADC in terms of Gaps which may have existed as well as the hidden facts and open opportunities. | <ul style="list-style-type: none"> ▪ Final Impact assessment Report | 15 days | 20% |
| After 1 month of submission & Acceptance of project completion certificate | <ul style="list-style-type: none"> ▪ | <ul style="list-style-type: none"> ▪ Project completion certificate | | 10% |

8. Team Composition

Selected bidder shall deploy minimum manpower as mentioned below for successful implementation of the assessment objectives of OMBADC Project

| SI No | Position | Desired Qualification | Desired Experience | Desired profile |
|-------|---|--|--------------------|---|
| 1 | Team Leader (1 no's) | Master or PG degree in social sector / Rural Development/ Rural Management/ MBA in any discipline from a government recognized institution | 10Years | Experience of handling similar Assessment/Audit/Research/ Evaluation in Govt Program is desirable. |
| 2 | District Consultant (8 no's) | M.Sc. (Stats/Operation Research/Mathematics), PG in Social Science/ Social Work/ Bachelors in Computer Sc/ IT/ MBA with 5 Years relevant experience of Evaluation, Study, Survey, Audit, Research, Policy etc. | 5 Years | Experience of handling similar Assessment/Audit/Research/ Evaluation in Govt Program is desirable. |
| 3 | Surveyor, Compiler/Tabulator/data entry operators etc- (Nos to be decided by the bidder to complete the field work in stipulated time) | Graduate from government recognized institutes with 2 years of experience in Social Development work, | 2 Years | Experience in Social Development work, Survey, Research. The person should be Proficient with MS office; strong analytical skills; Experience of working with government institution will be given preference |

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

Following are the minimum team deployment for the team members required as part of the assignment

| S.No. | Position | No. of resources | Deployment |
|---------------------------|---|---|------------|
| Professional Staff | | | |
| 1. | Team Leader | 1 | Full Time |
| 2. | District Consultant | 8 | Full Time |
| 3. | Surveyor, Compiler /Tabulator /data entry operators etc | Nos to be decided by the bidder to complete the field work in stipulated time | |

****Note:** Preference will be given to the candidates/resources who have prior experience working in state of Odisha.

VIII. Section 7- Annexure

1. Draft Performance Guarantee

(To be issued by a Bank)

This Deed of Guarantee executed at _____ by _____ (Name of the Bank) having its Head/ Registered office at _____ (hereinafter referred to as –the Guarantor) which expression shall unless it be repugnant to the subject or context thereof include its heirs, executors, administrators, successors and assigns;

In favour of Chief Executive Officer, OMBADC, Bhubaneswar, having its office at Bhubaneswar, Odisha, India (hereinafter called –Chief Executive Officer OMBADC Bhubaneswar, which expression shall unless it be repugnant to the subject or context thereof include its heirs, executors, administrators, successors and assigns);

Whereas M/s _____ an Agency/company/ firm formed under _____ (specify the applicable law) and having its registered office at _____ has been, consequent to conduct and completion of a competitive Request For Proposal (RFP) process in accordance with the letter of requirements document No. _____ dated __/__/2021 issued by Chief Executive Officer, OMBADC Bhubaneswar and selected M/s _____ (hereinafter referred to as the Applicant) for the Agreement by Chief Executive Officer, OMBADC Bhubaneswar, as more specifically defined in the aforementioned Document including statement of work and the Agreement executed between the Chief Executive Officer, OMBADC Bhubaneswar, and the Applicant. The Agreement requires the Applicant to furnish an unconditional and irrevocable Bank Guarantee for an amount of Rs. ____ /- (Rupees _____ only) by way of security for guaranteeing the due and faithful compliance of its obligations under the Agreement.

Whereas, the Applicant approached the Guarantor and the Guarantor has agreed to provide a Guarantee being these presents:

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

Now this Deed witnessed that in consideration of the premises, we, _____Bank hereby guarantee as follows:

- i. The Applicant shall implement the Project, in accordance with the terms and subject to the conditions of the Agreement, and fulfil its obligations there under
- ii. We, the Guarantor, shall, without demur, pay to Chief Executive Officer, OMBADC Bhubaneswar, an amount not exceeding INR_____ (Rupees_____ only) within 7 (seven) days of receipt of a written demand therefore from Chief Executive Officer, OMBADC Bhubaneswar, stating that the Applicant has failed to fulfil its obligations as stated in Clause 1 above.
- iii. The above payment shall be made by us without any reference to the Applicant or any other person and irrespective of whether the claim of the Chief Executive Officer, OMBADC Bhubaneswar is disputed by the Applicant or not.
- iv. The Guarantee shall come into effect from_____ (Start Date) and shall continue to be in full force and effect till the earlier of its expiry at 1700 hours IST on _____ (Expiry Date) (both dates inclusive) or till the receipt of a claim, from the Chief Executive Officer, OMBADC Bhubaneswar under this Guarantee, which is one month after the expiry of performance guarantee, whichever is earlier. Any demand received by the Guarantor from Chief Executive Officer OMBADC Bhubaneswar prior to the Expiry Date shall survive the expiry of this Guarantee till such time that all the moneys payable under this Guarantee by the Guarantor to Chief Executive Officer, OMBADC Bhubaneswar.
- v. In order to give effect to this Guarantee, Chief Executive Officer, OMBADC Bhubaneswar shall be entitled to treat the Guarantor as the principal debtor and the obligations of the Guarantor shall not be affected by any variations in the terms and conditions of the Agreement or other documents by Chief Executive Officer, OMBADC Bhubaneswar, Government of Odisha or by the extension of time of performance granted to the Applicant or any postponement for any time of the power exercisable by Chief Executive Officer, OMBADC Bhubaneswar against the Applicant or forebear or enforce any of the terms and conditions of the Agreement and we shall not be relieved from our obligations under this Guarantee on account of any such variation, extension, forbearance or omission on the part of Chief Executive Officer, OMBADC Bhubaneswar or any indulgence by Chief Executive Officer OMBADC Bhubaneswar to the Applicant to give such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.
- vi. This Guarantee shall be irrevocable and shall remain in full force and effect until all our obligations under this guarantee are duly discharged.

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

vii. The Guarantor has power to issue this guarantee and the undersigned is duly authorised to execute this Guarantee pursuant to the power granted under _____.

In witness, whereof the Guarantor has set its hands hereunto on the day, month and year first here-in above written.

Signed and Delivered by _____ Bank by the hand of Shri _____
___ its ___ and authorised office.

Authorised _____ Signatory _____ Bank

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

2. Power of Attorney

(To be provided in original as part of Technical Proposal on stamp paper of value required under law duly signed by Bidder for the tender)

Dated: _____

To Whomsoever It May Concern

Know all men by these presents, we _____ (name and registered office address of the Applicant) do hereby constitute, appoint and authorise Mr. _____ (Name of the Person(s)), domiciled at _____ (Address), acting as _____ (Designation and the name of the Agency), as Authorised Signatory and whose signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for award of Agreement –Selection of Agency for Impact Assessment of Projects Pucca Ghar Yojana (Mining) undertaken under OMBADC, Bhubaneswar involving the deliverables as per agreement with _____, OMBADC Bhubaneswar, vide Request of Proposal (RFP) Document dated _____, issued by Chief Executive, OMBADC Bhubaneswar including signing and submission of all documents and providing information and responses to clarifications/ enquiries etc. as may be required by Chief Executive Officer, OMBADC Bhubaneswar or any governmental authority, representing us in all matters before Chief Executive Officer, OMBADC Bhubaneswar and generally dealing with OMBADC Bhubaneswar in all matters in connection with our Proposal for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For -----

(Signature)

(Name, Title and Address)

Accept

(Attested signature of Mr. _____)

(Name, Title and Address of the Attorney)

RFP For Selection of Agency for Impact Assessment study of project “Pucca Ghar Yojana (Mining)” undertaken under OMBADC

Notes:

- To be executed by the Applicant
- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- Also, wherever required, the executants(s) should submit for verification the extract of the charter documents and documents such as a board resolution / power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executants(s).

3. Queries

The Applicants will have to ensure that their queries should reach to OMBADC, Bhubaneswar, through Email at address ombadc@gmail.com, on or before last date of receiving queries as mentioned in Fact Sheet of this document through the e-mail of only authorized representative of the Applicant. The queries should necessarily be submitted in the following format:

| Section/Page No | Content of RFP requiring clarification | Change/Clarification Requested | Remarks |
|------------------------|---|---------------------------------------|----------------|
| | | | |
| | | | |
| | | | |
| | | | |

- OMBADC, Bhubaneswar shall not be responsible for ensuring that the Applicant’s queries have been received by them. Any requests for clarifications after the indicated date and time shall not be entertained by OMBADC.
- The purpose of query clarification is to provide the Applicants with information regarding the RFP, project requirements, and opportunity to seek clarification regarding any aspect of the RFP and the project. However, OMBADC, Bhubaneswar reserves the right to hold or re-schedule the process.
- The Chief Executive Officer, OMBADC, Bhubaneswar will endeavour to provide timely response to the queries by uploading in website or may conduct online Prebid meeting. No individual response will be given. However OMBADC, Bhubaneswar makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does it undertake to answer all the queries that have been posed by the Applicants.
- At any time prior to the last date for receipt of Proposals, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, modify the RFP Document by a corrigendum.
- The Corrigendum (if any) & clarifications to the queries from all Applicants will be uploaded on the website www.odisha.gov.in. Any such corrigendum shall be deemed to be incorporated into this RFP.
- In order to provide prospective Applicants reasonable time for taking the corrigendum into account, OMBADC, Bhubaneswar may, at its discretion, extend the last date for the receipt of Proposals.