



**Request for
Proposal (RFP) for**

Engagement of Consultancy Firm

FOR PREPARATION OF CONCEPT NOTE AND ROADMAP,
PREPARATION DPR AND ASSISTANCE FOR SETTING UP
OF HI-TECH NURSERY, FLOWER GARDEN AND
DEMONSTRATION CENTER IN MADHYAPRADESH.

RFP Reference no:

MPSAIDC/HO/ FLORICULTURE/22-23/.....DATED

**The M.P. State Agro Industries Development Corporation
Limited**

3rd Floor Panchanan Bhavan, Malviya
Nagar Bhopal PIN-462003

Head office: 0755-2551652, 2551967,
2551756

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E-mail: mpagrohobpl@gmail.com ; Website: www.mpagro.org



**THE MADHYA PRADESH STATE AGRO INDUSTRIES DEVELOPMENT
CORPORATION LIMITED**

"PANCHANAN" 3rd FLOOR, MALAVIYA NAGAR, BHOPAL
Phone (0755)- 2760517, 2761392, Fax: 0755-2557305
CIN No. U01119MP1969SGC001055
Email- mpagrohbpl@gmail.com, Website- www.mpagro.org

REF. HO/PROJ./2022-23/

Dated : 29-08-2022

**Notice for Request for Proposal (RFP) for Consultancy for setting up
of Hi-tech Nursery, Flower Garden and demonstration Center**

Corporation invites Online Request for Proposal (RFP) for Engagement of Consultancy Firm/ Consultant For Preparation of Concept Note and Roadmap, DPR and assistance for setting up of Hi-tech Nursery, Flower Garden and demonstration Center in district Gwalior Madhya Pradesh from the eligible Consultancy Firms / Company / Trust and Society/ Agencies. Due date of submission of online application along with EMD and Documents fee is 20-09-2022 up to 5.00 PM. For Online Submission of offer please visit www.mptenders.gov.in. The detailed documents and other information can be seen at Corporation's website www.mpagro.org and www.mptenders.gov.in. Updation /Amendments, if any, will be published only on www.mpagro.org. No further notification will be made in the newspapers.

MANAGER (HORTICULTURE)



**The M.P. State Agro Industries Development Corporation
Limited**

3rd Floor Panchanan Bhawan, Malviya Nagar , Bhopal PIN-462003

Notice for Inviting

Request for Proposal (RFP)

For Hi-tech Nursery, Flower Garden and demonstration Center

RFP REFERENCE NUMBER: MPSAIDC/HO/HORTI/FLORICULTURE/22-23/.....DATED

1	Name of the work	Engagement of Consultancy Firm For Preparation of Concept Note and Roadmap, DPR for setting up of Hi-tech Nursery, Flower Garden and demonstration Center in Madhya Pradesh
2	Period of contract	6 Month (Extendable in exigency to do so)
3	Date of publication of NIT on website: https://mptenders.gov.in/	30.08.2022
4	Date & time of Pre-bid meeting	13-09-2022 at 1.00 P.M. In the Office of Managing Director MP State Agro Industries Development Corporation Third Floor Panchanan Bhawan Malviya Nagar Bhopal
5	Last date & time for receipt of online bids	20-09-2022 up to 05:00 PM
6	Submission of original copies of Bid	20-09-2022 up to 5.00 P.M.
7	Technical Bid Opening Date	21-09-2022 at 03:00 PM
8	Name & address of office invitingtender	Managing Director, The M.P. State Agro Industries Development Corporation Limited. Panchanan 3rd Floor, Malviya Nagar, Bhopal, Madhya Pradesh 462003
9	Contact no. of procurement officer	0755-2551652, 2551967, 2551756, 9826579569
10	Helpline no. of e-procurement	0120-4001 002, 0120-4001 005

Any corrigendum/addendum can be seen on website: <https://mptenders.gov.in/>. Further details can be seen on website: <https://mptenders.gov.in/>

Managing Director,
The M.P. State Agro Industries Development Corporation
Limited

RFP REFERENCE NUMBER :
MPSAIDC/HO/HORTI/FLORICULTURE/22-23/.....DATED

1. List of Important dates & details of Bids

1	Name of work	For Preparation of Concept Note and Roadmap, DPR for setting up of Hi-tech Nursery, Flower Garden and demonstration Center in Madhya Pradesh	
2	Tender reference no.	MPSAIDC/HO/HORTI/FLORICULTURE/22-23/.....DATED	
3	Period of contract	6 Month (Extendable in exigency to do so)	
4	Mode of submission of tender	Online through https://mptenders.gov.in/	
5	Cost of Bid document (Non-refundable)	❖ For General Bidder: Rs. 10000/- (Rupees Ten thousand)only. ❖ For MSME of MP: Rs. Nil	
6	Earnest Money Deposit (EMD)	❖ For General Bidder: Rs.200000/- (Rupees Two Lakh) only ❖ For MSE of MP: Rs. Nil	
7	Date of publication of NIT on website: https://mptenders.gov.in/	30-08-2022	
8	Date & time of Pre-bid meeting	13-09-2022 at 1.00 P.M. In the Office of Managing Director MP State Agro Industries Development Corporation Third Floor Panchanan Bhawan Malviya Nagar Bhopal	
9	Period of downloading of bidding documents	Start date: 30-08-2022	Time: 02:00 PM
		End date: 20-09-2022	Time: 04:55 P.M.
10	Bid online submission	Start date: 30-08-2022	Time: 02:00 A.M.
		End date : 20-09-2022	Time: 05.00 P.M.
11	Submission of original copies of Bid	End date : 20-09-2022	Time: 05.00 P.M.
12	Technical bid opening date	21-09-2022	Time: 03.00 P.M.
13	Authority inviting bids	Managing Director, The M.P. State Agro Industries Development Corporation Limited.	
14	Address	Panchanan 3rd Floor, Malviya Nagar, Bhopal, Madhya Pradesh 462003 E-mail: mpagrohbpl@gmail.com ; Website: www.mpagro.org 0755-2551652, 2551967, 2551756	

Note: **MSEs of Madhya Pradesh seeking exemption from Bid fee & EMD, shall submit online documentary evidencesupporting the exemption.**

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2. Instructions to Bidders

1. The guidelines to submit bid online can be downloaded from website <https://mptenders.gov.in/>
 2. The interested bidders can download the bid from the website "<https://mptenders.gov.in/>".
 3. To participate in bidding process, bidders have to get 'Digital Signature Certificate (DSC)' as per Information Technology Act-2000 to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get above mention digital signature certificate from any approved vendors (CCA). Bidders, who already possess valid Digital Certificates, need not to procure new Digital Certificate.
 4. The bidders have to submit their bids online in electronic format with digital Signature. The bids without digital signature will not be accepted. No proposal will be accepted in physical form.
 5. Bids will be opened online as per time schedule mentioned in Section 1
 6. Bidders should get ready with the scanned copies of documents & tender fee as specified in the tender document.
 7. Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the originals to the concerned authority. The department will not be responsible for delay in online submission due to any reason.
 8. All the required information for bid must be filled and submitted online.
 9. Other details can be seen in the bidding documents.
- B. Details of documents to be furnished for online bidding
1. Scanned copies of the following documents to be up-loaded in pdf format on the website <https://mptenders.gov.in/>
 - i. Transfer receipt towards Tender fee.
 - ii. Transfer receipt towards EMD.
 - iii. GST certificate.
 - iv. PAN Card
 - v. Firm's registration certificate/ Registration certificate of MSME of MP.
 - vi. Audited Balance sheet of last three years with **Income Tax Return (ITR) of CA certificate for Turnover**
 2. Scanned Copies of the Annexure as per the enclosed formats should be uploaded after converting the same to .pdf format.
 - i. Annexure-1 Covering Letter (On Bidder's Letterhead)
 - ii. Annexure 2: Authorization Letter: Form No. T-1
 - iii. Annexure 3: Work Experience: Form No. T- 2
 - iv. Annexure 4: Details of Team: Form No. T-3
 - v. Annexure 5: CV Format: Form No. T- 4

- vi. Annexure 6: Qualification and experience of the key personnel: Form No T- 4 (a)
 - vii. Annexure-8: Format for Financial Requirement – Annual Turnover
 - viii. Annexure-9: Format for Financial Requirement - Net Worth Certificate
 - ix. Annexure-10: Contact Person for the NIB
 - x. Annexure-11: Information about the Bidding Firm
3. Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the originals to the concerned authority on receipt of such letter, which will be sent on registered email address.

4: Section-I: REQUEST FOR PROPOSALS (RFP)

1. The M.P. State Agro Industries Development Corporation Limited is a government entity under the administrative control of the Government of Madhya Pradesh.
2. The M.P. State Agro Industries Development Corporation Limited invites proposals for Engagement of Consultancy Firm Preparation of Concept Note and Roadmap, DPR for setting up of Hi-tech Nursery, Flower Garden and demonstration Center in Madhya Pradesh
3. The Firms/Agencies/Consultancy firms should have proven experience of providing Consultancy /advisory services of Landscaping Garden Development projects are eligible to participate in this engagement process. The firm should have financial capability to undertake the assignment and key personnel should have experience in executing eligible assignments as specified in RFP document.

4. The RFP includes the following documents:

Section I - Request for Proposals (RFP)

Section II - Instruction to Bidders (ITB)

Section III - Scope of Work (SOW)

Section IV-Terms of Payment

Section V: Technical Proposal (TP) - Formats

5. The “Request for Proposal” for Engagement is available on the website [www.
http://mpagro.org/](http://mpagro.org/) for download and can also be obtained from <https://mptenders.gov.in/>. Cost of RFP document is Rs.10000 /- (Rs. Ten Thousand only) which is payable online. However the bidder must deposit online non refundable tender processing fee while submission of tenders in <https://mptenders.gov.in/>.
6. Each Bidder shall submit an Earnest Money Deposit (EMD) of an amount Rs.200000/- (Rupees Two Lakh Only)
7. The M.P. State Agro Industries Development Corporation Limited reserves the right to reject any or all the Proposals in whole or part without assigning any reasons.
8. The M.P. State Agro Industries Development Corporation Limited intends to select consulting firms/organizations in accordance with the selection procedure given in this RFP.
9. Address for Communication:
The M.P. State Agro Industries Development Corporation Limited Panchanan 3rd Floor,
Malviya Nagar, Bhopal, Madhya Pradesh 462003
Contact Number Head office: 0755-2551652, 2551967, 2551756 Fax No. 0755-2557305
E-mail: mpagrohbpl@gmail.com ; Website: www.mpagro.org

5. Section-II: Instructions to Bidders (ITB)

5.1 Definitions

Unless the context otherwise requires, the following terms whenever used in this RFP and Agreement have the following meanings:

- a. "Applicable Law" means the laws and any other instruments having the force of law in Industries as they may be issued and in force from time to time.
- b. "Proposals" means proposal submitted by respondents in response to the RFP issued by MP State Agro Industries Corporation Limited, on behalf of Government of MP for engagement of Consultants.
- c. "Competent Authority" means the Managing Director MP State Agro Industries Corporation Limited.
- d. "Committee" means committee constituted for evaluation of Technical Proposals.
- e. "Consultant" means Firm/Agency/Individual Expert on the panel drawn up in pursuance of this RFP, which will provide the services to MP State Agro Industries Corporation Limited.
- f. "Agreement" means the Agreement signed by the parties for engagement along with the entire documentation specified in the RFP.
- g. "Day" means Calendar day.
- h. "Effective date" means the date on which the agreement comes into force and effect.
- i. "RFP" means Request for Proposals, specified in Section I of this document.
- j. "ITB" means Instructions to Bidders, specified in Section II of RFP.
- k. "Government" means the MP State Government.
- l. "Member" means any of the entities that make up the joint venture / consortium/association, in relation to responding to this RFP.
- m. "Personnel" means professional and support staff provided by the Consultant detailed to perform services to execute an assignment and any part thereof.
- n. "SOW" means Scope of Work for the Respondents, specified in Section III of RFP.
- o. "Services" means the work to be performed by the Consultants pursuant to the engagement by The M.P. State Agro Industries Development Corporation Limited and to the agreement to be signed by the parties in pursuance of any specific assignment awarded to them by The M.P. State Agro Industries Development Corporation Limited.
- p. "Resource" means manpower position.
- q. "LOA" means Letter of Award.

5.2 Introduction

Established on 21st March 1969 under the Companies Act with the participation of Government of Industries and State Government. The authorized share capital of the corporation is Rs.500.00 lakhs and the paid up share capital is Rs.329.49 lakhs out of which the share of Government of Industries is Rs.120.00 lakhs and the share of State Government is Rs.209.49 lakhs.

In Madhya Pradesh, regional offices at all divisional levels and district offices of the corporation are established at the district headquarters from where all the activities of the corporation are being conducted and cooperation is being provided to the farmers of the state in agricultural exchange system.

5.3 Conflict of interest

The M.P. State Agro Industries Development Corporation Limited requires that the Consultants should provide professional, objective, and impartial advice purely based on standard and accepted technical norms and at all times hold the The M.P. State Agro Industries Development Corporation Limited 's interests paramount, strictly avoid conflicts with other assignments/jobs or their own corporate interests and act without any consideration for future work. The norms should be based on principles guided by all connected codes and guidelines issued from time to time by central and state authorities.

5.4 Validity of proposals

Proposals shall remain valid for the period of 90 days from the date of submission of this RFP. A Proposal valid for shorter period may be rejected as non-responsive.

5.5 Right to accept proposal

The M.P. State Agro Industries Development Corporation Limited reserves the right to accept or reject any Proposal, and to annul the Engagement process and reject all Proposals at any time prior to the signing of the agreement, without thereby incurring any liability to the affected Respondent(s) or any obligation to inform the affected Respondent(s) of the grounds for such decision.

5.6 Fraud and Corruption

The M.P. State Agro Industries Development Corporation Limited requires that the Consultants empanelled through this RFP must observe the highest standards of ethics during the performance and execution of such agreement. In pursuance of this policy,

5.6.1 Defines, for the purposes of this provision, the terms set forth as follows:

- I. "**Corrupt practice**" means the offering, giving, receiving or soliciting of anything of value to influence the action of The M.P. State Agro Industries Development Corporation Limited or any personnel of Consultant(s) in contract executions.
- II. "**Fraudulent practice**" means a mis-presentation of facts, in order to influence a procurement process or the execution of a contract, to The M.P. State Agro Industries Development Corporation Limited, and

includes collusive practice among Respondents (prior to or after Proposal submission) designed to establish Proposal prices at artificially high or non-competitive levels and to deprive The M.P. State Agro Industries Development Corporation Limited of the benefits of free and open competition;

- III. **“Unfair trade practices”** means supply of services different from what is ordered on or change in the Scope of Work which was given by the The M.P. State Agro Industries Development Corporation Limited in Section III.
- IV. **”Coercive practices”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the execution of contract.
- V. The M.P. State Agro Industries Development Corporation Limited shall reject a proposal for award, if it determines that the Respondent recommended for award, has been determined by MP State Agro Industries Corporation Limited to having been engaged in corrupt, fraudulent or unfair trade practices.
- VI. The M.P. State Agro Industries Development Corporation Limited shall declare a Consultant ineligible, either indefinitely or for a stated period of time, for awarding the contract, if it at any time determines that the Consultant has engaged in corrupt, fraudulent and unfair trade practice in competing for, or in executing, the contract.

5.7 Clarifications and amendments of RFP Document

5.7.1 RFP Clarifications

During technical evaluation of the Proposals, The M.P. State Agro Industries Development Corporation Limited may, at its discretion, ask Respondents for clarifications on their proposal. The Respondents are required to respond within the time frame prescribed by The M.P. State Agro Industries Development Corporation Limited.

5.7.2 Amendments in RFP

At any time prior to deadline for submission of proposal, The M.P. State Agro Industries Development Corporation Limited may for any reason, modify the RFP. The prospective Respondents having received the RFP shall be notified of the amendments through website and such amendments shall be binding on them.

5.7.3 Process for Engagement of Respondents

The M.P. State Agro Industries Development Corporation Limited intends to engage Consultants /Consultancy agencies for work related to Project in the state during the contract period. The scope of work is indicated in Section III.

5.8 Eligibility Criteria

The Bidder must meet the following eligibility criteria:

- 5.8.1 **Turnover:** Annual Average turnover of Rs. 5 Cr. of last three Financial Years FY 2019-20, FY 2020-21, FY 2021- 22 only for consultancy services.
- 5.8.2 Working with Government Agencies/State Nodal Agencies/PSUs in Industries and must have completed at least 1 similar consultancy Project(s). Bidder has to submit the completion certificate in support of above claim.
- 5.8.3 **Manpower:** The Bidder must have a technical team including Architectures, Civil Engineers, Agronomist, Financing Regulatory Expert and other personals engaged in consultancy/ Designing and Development of Hi-tech Nursery, Flower Garden, Regional Parks and demonstration Center / evidenced by declaration on letterhead.
- 5.8.4 Consortiums, associations and/or Joint venture are allowed, but sub-contracting is not allowed for this tender. Each individual members / partner of JV should be engaged in activity mentioned as in 5.8.3 and shall separately furnish suitable documentary evidence thereof. In case of jV turnover to be counted shall be from consultancy service only .
- 5.8.5 The Bidder should be registered with appropriate statutory authorities as required under law. Copies of all such registration papers including PAN and GST must be enclosed.

5.9 Composition of manpower and deployment

5.9.1 Team Composition (Man-power)

Sl.	Position	No of Staff	Minimum Qualification and Experience
1.	Team Leader	01	Minimum Graduate Degree with a minimum of 10 years of relevant professional experience of which 3 years shall be in consultancy of/or design and development of Hi tech Nursery and Floriculture Garden/ Regional Parks.
2	Architecture /Civil engineer	01	B.E./B.Tech/ B.Arch (Architecture / Civil) with a minimum of 10 years of relevant professional experience of which 3 years shall be in consultancy of/or design and development of Hi tech Nursery and Floriculture Garden.
3.	Financing/ Regulatory Expert	01	MBA / CA with 5 years relevant professional experience in DPR.
4	Agronomist	02	Master/ Graduate Degree in Agriculture / Botany with a minimum of 3 years of relevant professional experience.

- All Four Person should/may be different. If a same person holding two positions scoring will be done once individual.

- (1) The Consultant/Consultancy firm shall deploy a suitable task force of well-qualified and experienced designated persons. The name of the persons proposed to be deployed for completion of services included under the scope of

this specification, along with their relevant experience shall be included by the bidder in the offer.

- (2) All designated persons should be on rolls /Having Agreement of association/ Partner / Part/ Share Holder of with the bidder firm.
- (3) Bidder/ Authorized Technical Persons needs to visit The M.P. State Agro Industries Development Corporation Limited office at least once in one month and provide routine update to The M.P. State Agro Industries Development Corporation Limited.
- (4) The onsite team shall maintain the safety norms, site guidelines as per applicable.

5.10 Disqualifications

The Managing Director, The M.P. State Agro Industries Development Corporation Limited may at it his sole discretion and at any time during the evaluation of Proposal, disqualify any bidder, if the bidder has Submitted the Proposal documents after the response deadline;

Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements; Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding two years; Submitted a proposal that is not accompanied by required documentation or is non- responsive; Failed to provide clarifications related there to, when sought;

Submitted more than one Proposal; declared ineligible by the Government of Industries /State/UT Government for corrupt and fraudulent practices or blacklisted or debarred by any government agency, Submitted a proposal with price adjustment/variation provision.

5.11 Request for Proposal

The bidders are expected to examine all the instructions, guidelines, terms and condition and formats in the RFP. Failure to furnish all the necessary information as required by the RFP on submission of a proposal not substantially responsive to all the aspects of the RFP shall be at bidder's own risk and may be liable for rejection. The entire set of RFP is available for download at: www.mpagro.org and <https://mptenders.gov.in/>

5.12 Pre-Proposal Queries

The prospective bidders, requiring any clarification on RFP may notify the same in the form of query to The M.P. State Agro Industries Development Corporation Limited latest by 13-09-2022. The M.P. State Agro Industries Development Corporation Limited response as well as the clarifications sought (including an explanation of the query but without identifying the source of inquiry) will be uploaded to the website for all the prospective bidders interested in submitting the Proposal.

5.13 Preparation of Proposal

The bidders shall comply with the following related information during preparation of the Proposal-

The Proposal and all associated correspondence shall be written in English and shall conform to prescribed formats. Any interlineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the Proposal.

The Proposal shall be typed or written in indelible ink (if required) and shall be signed by authorized person(s) to bind the bidder. **The letter of authorization shall be indicated by authenticated Power of Attorney and shall accompany the Proposal.**

In addition to the identification, the covering letter (Form 1) shall indicate the name and address of the bidder to enable the proposal to be returned in the case it is declared late, and for other purposes.

Proposals received by facsimile shall be treated as defective, invalid and rejected. Only detailed complete proposals in the form indicated above received prior to the closing time and date of the proposals shall be taken as valid.

Bidders are not permitted to modify, substitute, or withdraw Proposals after its submission

5.14 Submission, Receipts and Opening of Proposals

The bidder shall submit the proposal in which the covering letter (Form 1) shall be in hard copy. However, during the course of evaluation of Proposal, as well as during the period of agreement, the competent authority has the right to carry out a due diligence in a fashion relevant to understand the facts.

5.15 Deadline for submission of Proposals

Deadlines for submission of Proposal will be in accordance as detailed at page no 2 of this document.

5.16 List of documents to be submitted as part of Proposal

5.16.1 Form I: Proposal Form

- I. Covering letter for engagement of Consultants in Form 1 of Section V (Annexure 1).

5.16.2 Form II: Technical Proposal – details

Applicants shall submit the technical proposal in the formats (T-1 to T-4a). While submitting the Technical Proposal, the Applicant shall in particular ensure that:

- I. The composition of the team of personnel which the Consultants would propose to provide with the details of name of the key personal, his area of expertise, position and the tasks which would be assigned to each team

member other details.

- II. Curricula Vitae of the individual staff members to be assigned to the work and of the senior officer in the home office who would be responsible for supervision of the team. The curricula vitae should follow the attached Format.
- III. Any comments or suggestions of the Consultants on the Terms of reference as given in Format.
- IV. The Technical Proposal shall not include any financial information relating to the Financial Proposal (Annexure 7: Form No. F-1).
- V. The M.P. State Agro Industries Development Corporation Limited reserves the right to verify all statements, information and documents, submitted by the applicant in response to the RFP. Failure of The M.P. State Agro Industries Development Corporation Limited to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of The M.P. State Agro Industries Development Corporation Limited there under.
- VI. In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the consultant either by issue of the LOA or entering into of the Agreement, and if the Applicant has already been issued the LOA or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by The M.P. State Agro Industries Development Corporation Limited without The M.P. State Agro Industries Development Corporation Limited being liable in any manner whatsoever to the Applicant or consultancy, as the case may be.
- VII. In such an event, The M.P. State Agro Industries Development Corporation Limited shall forfeit and appropriate the Bid Security as mutually agreed pre-estimated compensation and damages payable to The M.P. State Agro Industries Development Corporation Limited for, inter alia, time, cost and effort of The M.P. State Agro Industries Development Corporation Limited, without prejudice to any other right or remedy that may be available to The M.P. State Agro Industries Development Corporation Limited.

5.16.3 **Form II: Financial Proposal – Details**

Applicants shall submit the financial proposal in the formats at Annexure-7:

Form No. F-1 (the "Financial Proposal") clearly indicating the total cost of the Consultancy in both figures and words, in Indian Rupees, and signed by the Applicant's authorized signatory. In the event of any difference between figures and words, the amount indicated in words shall be taken into account.

While submitting the Financial Proposal, the Applicant shall ensure the following:

- I. All the costs associated with the assignment shall be included in the Financial Proposal. The total amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption, and shall be final and binding. In case any assumption or condition is indicated in the Financial Proposal, it shall be considered non-responsive and liable to be rejected.
- II. The Financial Proposal shall take into account all expenses of consultancy work as mentioned in Scope of Work including, travelling arrangement of team to sites, tax liabilities and any other expenses of team to carry out work efficiently. For the avoidance of doubt, it is clarified that all taxes as are applicable or may become applicable shall be deemed to be included in the costs shown under different items of the Financial Proposal. Further, all payments shall be subject to deduction of taxes at source as per applicable laws.
- III. Costs (including break down of costs) shall be expressed in INR.

5.17 Submission of Proposals by Bidders

Bidder shall submit responses (referred to as 'Proposals' herein) only to the contact person mentioned in Clause 11 of Section 1.

5.18 Technical Bid opening date

Technical bid would be opened on at 5.00 P.M. at the address indicated.

5.19 Evaluation Criteria and Evaluation of Proposals

A. Technical Qualification Criteria:

The M.P. State Agro Industries Development Corporation Limited will evaluate the proposal receipt through The M.P. State Agro Industries Development Corporation Limited purchase committee for a detailed scrutiny. During evaluation of Proposals, The M.P. State Agro Industries Development Corporation Limited, may, at its discretion, ask the bidders for clarification of their Proposals. The process for evaluation of Proposals is as given below-

Technical Evaluation: If a Technical Proposal is determined as not substantially responsive, The M.P. State Agro Industries Development Corporation Limited will reject it. Technical Proposals conforming to eligibility criteria will be taken up for detailed technical evaluation. The bidders would be required to make presentation before the Technical Committee if required, for which intimation would be given to the Firms/Agencies/Consultants with a notice of at least 7 days along with date, place and time of such presentation. The parameters and weightages to be used for technical evaluation will be as follows:

5.19.1

Table-1 Technical Evaluation Break-Up

A.	Past Experience	40 Marks
B.	Manpower Strength	20 Marks
C.	Methodology and time schedule	20 Marks
D.	Financial Strength	20 Marks

Table-1 A. Past Experience marks Break-up

Sr.No.	Past Experience	40 Marks	
1.1	Experience of working as a consultant/advisor for completed Floriculture Garden (Total Area Under Project)		35
A	>= 25 Acre	35	
B	>10 Acre and < 25 Acre	25	
C	>2 Acre and < 10Acre	10	
1.2	Experience of working with at least two Government of Industries PSU/State Government PSU/SNA in Floriculture Garden Sector.		05
A	More than Two (02) GoI/PSU/SNA	05	
B	Two (02) GOI/PSU/SNA	03	
C	One (01) GOI/PSU/SNA	02	

Table-1 B. Manpower Strength marks breakup

2	Manpower Strength	20 Marks
2.1	Qualification of the personnel (relevant to Design and development of Garden) (Maximum 10 Personnel) <ul style="list-style-type: none"> • PHD 2 • Post Graduate/CA • Graduate 	20 Marks <ul style="list-style-type: none"> • 4 mark for each Phd maximum 8 mark • 2 mark for each Post Graduate/CA , Maximum 8 marks • 1 mark to each Graduate, maximum 4 marks

2.2	<p>Experience of personnel in the consultancy.</p> <ul style="list-style-type: none"> • 1 – 4 Projects • 5 – 7 Projects • More than 7 Projects 	<p>10 Marks</p> <ul style="list-style-type: none"> • 1.0 mark to each, maximum 4 marks • 1.5 mark to each, maximum 3 marks • 3 mark maximum 3 marks
-----	---	--

Table-1 C. Methodology and time schedule

3	<p>Proposed Methodology Work Plan and Time Schedule for each of the proposed Activities</p> <p>(Bidder to submit written plan and shall be required to give presentation)</p>	20 Marks
---	---	-----------------

Table-1 D. Methodology and time schedule

4	Financial Strength	20 Marks
4.1	<p>Annual Average turnover in last three Financial Years only for consultancy services (in INR)</p> <ul style="list-style-type: none"> • Above 10 Cr. • 5 to 10 Cr. 	<p>20 Marks</p> <p>10 Marks</p>

Note: Based on the number of personnel, their qualifications, marks will be awarded on a proportionate basis.

a. Evaluation Method:

It will be Quality cum Cost Basis Selection (QCBS). Bids of all Bidders shall be evaluated based on the above-mentioned criteria to arrive at a Technical Score for Each Bidder. Only bids having a Technical Score greater than 70 marks shall be qualified for the next stage: i.e. opening of the Financial Bid.

The bidder attaining a Technical Score lower than 70 marks shall be disqualified and their respective Financial Proposal shall not be opened.

The **Financial Bids** of only those Bidders that have qualified as per the criteria mentioned above shall be opened. The Financial Bids shall be evaluated and a Financial Score shall be determined for each bidder. The Financial Score shall be calculated based on the following formula:

$$Sf = 100 \times Fm / Fx$$

Where Sf shall mean the **Financial Score** of the bidder to be evaluated; Fm shall mean the lowest price offered among all the bidders; and Fx shall mean the price quoted by the bidder to be evaluated.

The Technical Score of the Bidder multiplied by 70% and to which Financial Score worked out above multiplied by 30% will be added. The bidder with highest total score will be Successful Bidder.

b. Confidentiality

Information relating to the examination, clarification and comparison of the Proposals shall not be disclosed to any Respondents or any other persons not officially concerned with such process until the engagement process is over. The undue use by any Respondent of confidential information related to the process may result in rejection of its Proposal. During the execution of the project except with the prior written consent of The M.P. State Agro Industries Development Corporation Limited, the Consultant and its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Agreement.

c. Period of Engagement

Consultant shall be engaged for one year, however from the date of signing of the agreement. However, the projects in hand at the time of completion of one-year period would have to be completed by the Consultant within time period and at rates as may be mutually agreed. Extension of another one year may be given to the Consultancy Firm if the performance of the firm is found to be satisfactory.

d. Performance Guarantee

A Performance guarantee in the form of Bank guarantee issued by any nationalized bank / scheduled bank for an amount equivalent to 10% of Contract value is to be submitted by the successful bidder prior to the execution of contract agreement. The bank guarantee shall be valid for a period of 12 (Twelve) months from the date of execution of agreement plus 2 months claim period thereafter. The Performance bank Guaranty shall be in favour of "Managing Director, The M.P. State Agro Industries Development Corporation Limited.

e. Earnest Money Deposit (EMD)

Each Bidder shall submit an Earnest Money Deposit (EMD) of an amount Rs. 200000/- (Rupees Two Lakh Only) online while submission of tenders in <https://mptenders.gov.in/>.

While the scanned copy of the EMD shall be submitted online along with the Technical Proposal, the original receipt shall be submitted in a sealed envelope to the address mentioned in Section 1 Clause 9 above before the due date and time.

Proposals, which are not accompanied by the above EMD, shall be rejected by The M.P. State Agro Industries Development Corporation Limited as nonresponsive.

For unsuccessful Bidders, the EMD shall be refunded after finalization of Tender. For successful Bidder, EMD shall be released on the payment of the performance guarantee.

The following shall cause the forfeiture of EMD:

- i. If the Bidder modifies/ withdraws its Bid proposal except as per the provisions specified in the Tender document;
- ii. If the Bidder withdraws its Bid proposal before the expiry of the validity period of the Bid proposal;
- iii. If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect;

If the selected Bidder does not accept the Letter of Intent unconditionally within fifteen (15) days of issue of Letter of Intent or the period as extended by The M.P. State Agro Industries Development Corporation Limited.

6. Section III: Scope of Work (SOW)

Scope of Work:

The Proposed Project must contain “ development works like internal Pathways road and compound wall, development of parks, ponds, lake, development of solar energy park, electric substation external and internal electrification works drainage culverts and external water supply arrangements, potable water treatment plant, ETP and STP plant Administration block and other building interior and furnishing work , Naturopathy and meditation center natural huts resort and convention center poly house / net house /multiplication units.

The M.P. State Agro Industries Development Corporation Limited wishes to hire a consultant to carry out the following tasks:

6.1 Infrastructure Mapping:

During the course of consultancy services, the Consultant is supposed to work, to collect and analyze the following data:

- 6.1.1 Land plans of land available at Jahangeerpur Dist Gwalior Survey No 619,620,621,622,623,625,637,638,639,640.641,642,643 (6.20 Hector) and Village Khureri, Survey No 388/1,390,395,397 (12.866 Hector)
- 6.1.2 Soil test reports of locations/areas under consideration/study to be shared by The M.P. State Agro Industries Development Corporation Limited
- 6.1.3 Topography Survey of the allocated area.
- 6.1.4 Over all Planning and Preparation of Concept paper of the project
- 6.1.5 Preparation of Road Map for the Project.
- 6.1.6 Preparation of DPR along with financial requirements
- 6.1.7 Detail Designing and layout with over all requirements.
- 6.1.8 Preparation of Tender documents for Civil / Agronomical Electric and Solar work / any other work as specified in DPR.
- 6.1.9 Assistance in selection of bidders.

6.2 Resource mapping:

Carry out resource mapping for land available for the project at Gwalior _for this study. The consultant has to carry out technical/ Physical analysis for this entire project including the possibility of best use of the land for purpose the said propose.

6.3 Analysis of Environmental and Social Issues:

The consultant will carry out an analysis of environmental and social issues arising out of the project. The objective would be to screen the impacts, identify broad mitigation measures, need for conducting detailed Environmental and Social Assessment as per the safeguard policies of the SNA and clearances needed as per the regulations of State Government.

6.4 Prepare a DPR

For the said project the exact design / layout / landscape will be decided in consultation with department of Horticulture and Food Processing Madhya

Pradesh. Material configuration and specifications (e.g. construction plans, module/ structure/ Irrigation resources / lightning concept, will be decided by mutual concern of the department.

6.5 Study Outputs and Timelines

The study is expected to be carried out over a period of 24 weeks after the signing of contract and shall comprise the following outputs:

6.5.1 Submission of Concept Paper : It shall be submitted within 2 week of LOA (Letter of Award) , outlining the detailed approach, methodology to be adopted and the work plan.

6.5.2 Submission of Inception Report: It shall be submitted within 3 week of LOA (Letter of Award), outlining the detailed approach, methodology to be adopted and the work plan.

6.5.3 Report on Policy and Regulatory Roadmap: It shall be submitted within 4 weeks of LOA (Letter of Award) giving the details of existing regulatory/policy framework in respective state, any likely issue to be faced during setting up of the project.

6.5.4 Submission of Detail Design and Lay Out Blue Print/ 3d Digital Model
It shall be submitted within 8 weeks of LOA (Letter of Award) giving the details of of the project.

6.5.5 Approval of Design and Lay Out Blue Print/ 3d Digital Model by Department. It shall be get within 10 weeks of LOA (Letter of Award). Next one week will be given for amendment and changes required in the Design and Lay Out Blue Print/ 3d Digital Model by Department.

6.5.6 Detailed Project Report: It shall be submitted within 13 weeks of LOA (Letter of Award) giving the details of Project outlining the financial requirements including final recommendations for implementation of project.

6.5.7 Preparation of Bid Documents: The consultant shall prepare the bid documents in due consultation with the Client regarding format etc, and the same will be submitted within 15 weeks of commencement of project. It shall contain necessary general conditions, special conditions, instructions to bidders etc for floating the tender by the client.

6.5.8 Assistance in Evolution Process of Bid Document. The consultant should assist in evaluation the bids received. within 18 weeks of LOA (Letter of Award) giving

6.5.9 Major Milestone targets for key deliverables are as indicated below:

SN	Key Deliverables	Target date for completion
1	Submission of Concept Paper	D+2 Weeks
2	Submission of Inception Report	D+3 weeks
3	Report on Policy and Regulatory Roadmap	D+4 Weeks

4	Submission of Detail Design and Lay Out Blue Print/ 3d Digital Model	D+8 Weeks
5	Approval of Design and Lay Out Blue Print/ 3d Digital Model by Department.	D+10 Weeks
6	Detailed Project Report	D+13 Weeks
7	Preparation of Bid Documents	D+15 Weeks
8	Assistance in Evolution Process	D+18 Weeks

6.6 Assistance to be provided by The M.P. State Agro Industries Development Corporation Limited/ Department to the Consultant Engaged under this contract

Following details will be made available by The M.P. State Agro Industries Development Corporation Limited to provided to Consultant to be engaged under this consultancy contract:

- Land plans over considered.
- Preliminary Concept note of the project prepared by department.
- Necessary felicitation during site visit, if required

6.7 Tender Preparation and Bid Advisory Services

After completion of the DPR, the selected consulting firm/agency shall prepare the complete Bid Document covering technical specifications, commercial terms and conditions and other bid formats and documents including draft contract agreement for construction and establishment of the Hi tech nursery and Floriculture Garden. Tender Document preparation for Commissioning, completion of project and subsequent O&M of project covering all technical requirements for overall design, components,

6.7.1 Technical Part of the Tender Document shall cover

- 6.7.1.1 Bid Document shall cover complete scope of work, exclusions and Terminal Points in detail. All technical specifications and Requirements shall be clearly defined including the Design standards, engineering works required to be carried out by the vendors. Agronomical, structural, Civil design criteria shall be included.
- 6.7.1.2 All technical requirements/specifications related to the project to be supplied by the EPC contractor shall be defined.
- 6.7.1.3 Requirements related to the inspection at manufacturer's works/sites, packing and dispatch shall be covered.
- 6.7.1.4 All requirements regarding Quality, QA/QC shall be covered.
- 6.7.1.5 Design drawing requirements and other documents to be prepared by the EPC contractor shall be included in the specifications.
- 6.7.1.6 Layout and related details shall be defined in the tender documents.
- 6.7.1.7 Statutory, safety and environment related requirements shall be covered in the specifications.
- 6.7.1.8 Warranty and Guarantee requirements shall be defined in the specifications.
- 6.7.1.9 Performance and acceptance testing and handing over details shall be defined in the technical part of the tender.

6.7.2 Commercial Part

- 6.7.2.1 All Commercial Terms and Conditions of the contract shall be included under

commercial part of the tender document. Type of contracting, Obligations of the Owner and EPC contractor shall be defined in this section.

- 6.7.2.2 All requirements related to the warranty and the system performance Guarantees shall be covered under commercial part.
- 6.7.2.3 Requirements related to Price, Payment terms and other details like taxes and duties etc. shall also be covered.
- 6.7.2.4 Bidder Prequalification and bid evaluation criteria, LD, penalties and other contractual conditions including bank guarantees/securities etc. shall be addressed to in the specifications.
- 6.7.2.5 All other general terms and conditions of the contract.

6.7.3 General Bid Details

- 6.7.3.1 Instructions to Bidders (ITB), Bid program and details.
 - 6.7.3.2 Forms and Formats including formats to be filled/submitted by Bidders and other formats to be followed during execution of the contract.
 - 6.7.3.3 Any other information as required. Consultant shall coordinate with The M.P. State Agro Industries Development Corporation Limited on the Bid format and requirements to be covered in detail.
- 7 Review/formulate PPA and RFP/RFS documents keeping in view the issues of a material nature that may affect the OPEX Project Bankability;
 - 8 Assess the cost associated and timelines for applicable for the specific tender.
 - 9 Meeting with all the stakeholders/bidders to ensure clear understanding of open points and successful bid submission.

7. Section IV: Terms of Payment

The payment shall be made as below

1. The Consultant is required to quote lump sum amount for all resources collectively applicable for the 6 months period. Completion of contractual formalities by the firm would be an essential requirement for claiming any payment. The firm shall be entitled to get monthly payment (at the end of each month). The amount so quoted by agency shall be divided into 6 equal amounts.
2. The bidder must ensure that only the proposed resources, as mentioned in the proposal for the respective positions, shall be deputed at site for the entire duration of the project. The replacement of resources shall be allowed only in unavoidable circumstance of resignation of proposed resource from the Bidder's Organization, which must be communicated beforehand and approved by MP State Agro Industries Corporation Limited. In such case, the newly proposed resource must have same or higher qualification and credentials, as provided in the Bidder's Proposal. Any reduction in professional experience of deployed resources will not be accepted by MP State Agro Industries Corporation Limited.
3. The payment shall be made to consultant every month based on the reports generated as per Section 3, clause 6.5.9

8. Section V: Technical Proposal (TP) – Formats

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The following are the response formats to be used by Consultants for Proposals related to engagement of Consultants:

I. Form I: Proposal Form - Covering Letter for engagement of Consultants

The Respondents are required to submit the covering letter in the Annexure 1 . This Form should be in the letterhead of the Respondents, who are submitting the proposal.

II. Form II: Technical Proposal formats

The Respondents are required to submit their Technical Proposals in the formats given at form no T 1 to T 4a. (Annexure 2 to Annexure 6)

III. Form III: Financial Proposal formats

The Respondents are required to submit their Financial Proposal (BOQ in excel sheet).

Covering Letter (On Bidder's Letterhead)

The Managing Director,
The M.P. State Agro Industries Development
Corporation Limited Panchanan 3rd Floor, Malviya
Nagar, Bhopal, Madhya Pradesh 462003

Dear Sir,

**Sub: Engagement of Consultancy Firm For Generating a DPR of
Hi- Tech Flower Garden and Demonstration Center in Madhya
Pradesh.**

1. Having examined the RFP, we, the undersigned, offer to propose for the Engagement of Consultants with The M.P. State Agro Industries Development Corporation Limited, in full conformity with the said RFP.
2. We have read the provisions of RFP and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.
3. We agree to abide by this Proposal, consisting of this letter, the Pre-qualification and Technical Proposal, the duly notarized written power of attorney, and all attachments including the presentation to be made to the evaluation Committee, if required, it shall remain binding upon us and at any time before the expiration of the period of engagement.
4. Until the formal final Contract is prepared and executed between us, this Proposal, together with your written acceptance of the Proposal and your notification of award, shall constitute a binding contract between us.
5. 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.
6. We are hereby submitting our offer in full compliance with the terms and condition of the above NIB No. We have submitted the requisite amount of Tender Fee online & "Earnest Money" online.
7. We understand you are not bound to accept any proposal you receive.

**Signature of the authorized
person**

Name:Designation

Seal

Power of Attorney: Form No.T-1

POWER OF ATTORNEY

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Know all men by these presents, we.....(name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms. (name and residential address) who is presently employed with us and holding the position of.....

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 bid for **NIB: -----**, including signing and submission of all documents and providing information / Bids to MP Renewable Energy Development Agency, representing us in all matters before [Insert Name], and generally dealing with MPSAIDC in all matters in connection with our bid 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

Accepted by (Name, Designation & Seal)

..... (Signature)

(Name, Designation & Seal)

Note: The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, lay 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.

Annexure 3: Work Experience: Form No. T- 2

NIB No: _____ --

ASSIGNMENTS OF SIMILAR NATURE DURING LAST 8 YEARS

S.N	Name of the assignment and brief scope	Name of the Project	Client of Project assignment	Assignment Awarded By	Cost of the Assignment	Date of Commencement	Date of completion	Assignment satisfactorily completed
1	2	3	4	5	6	7	8	9

- Firm have to submit work order of the above mentioned work & corresponding performance certificate issued by competent authority.

Signature Full Name &
address
Seal

Note: Please attach completion certificate as a documentary proof.

Annexure 4: Details of Team: Form No. T-3

NIB No: _____

(Composition of the team personnel and the task which would be assigned to each team Member for the proposed assignment)

S.No	Name	Position	Qualification	Area of Expertise	Task Assignment
1	2	3	4	5	6

Signature Full Name & address

Seal

Annexure 5: CV Format: FORM NO. T- 4

NIB No: _____

(SUGGESTED FORMAT OF CURRICULUM VITAE FOR MEMBERS OF TRANSACTION TEAM)

Name of Firm	
Name of Staff	
Current Position	
Years with Firm	
Nationality	
Relevant Experience	
Employment Record	

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications and my experience.

Date: Full name of Staff Member: Full name of Authorized Representative:

Signature Full Name & address

Seal

**Annexure 6: Qualification and experience of the key personnel:
Form No T- 4 (a)**

NIB No: _____

S.No	Name of the Key Personnel	Position	Qualification	Experience	No Of Similar type of projects

Signature Full Name & address

Seal

Annexure 7: Financial Proposal(BOQ in excel) Form No. F – 1

NIB No: _____

(BOQ in excel)

(To be submitted with financial offer in second envelope)

Consultants for the assignment of Bid Process Management given in the Terms of Reference.

S.	Name of the Project	Lump Sum Amount (in Rs.)	
		In figures	In words
1	Engagement of Consultancy Firm For Generating a DPR of Hi- Tech Flower Garden and Demonstration Center in Madhya Pradesh.		

Note

- :
- 1) The price should include overhead / out of pocket expenses, travel, boarding, lodging, visits to site, all Taxes /Duties.
 - 2) The prices shall remain FIRM till completion of the Assignment
 - 3) Lowest rate (QCBC based) quoted by the bidder will be considered for awarding the work.

Signature Full Name & Address
Seal

Annexure-8: Format For Financial Requirement – Annual Turnover

NIB No: _____

[On the letterhead of Bidding Company]

To,

The Managing Director,
The M.P. State Agro Industries Development Corporation
Limited Panchanan 3rd Floor, Malviya Nagar, Bhopal, Madhya
Pradesh 462003

Dear Sir,

**Sub: Annual Turnover for Engagement of Consultancy Firm For
identifying Generating a DPR of Hi- Tech Flower Garden and
Demonstration Center in Madhya Pradesh.**

We certify that the Bidding Company had an cumulative Annual Turnover
of Rs. -----

----- based on audited annual accounts of the last three years ending
31 03.2022.

Sl. No.	Financial Year	Turnover (in Rupees)
1.	2019-20	
2.	2020-21	
3.	2021-22	
	Total Annual Turnover of last three years	

UID No.:

*Authorised Signatory
(Power of Attorney holder)*

*Statutory Auditor
(CA Stamp & Signature)*

Annexure-9: Format for Financial Requirement - Net worth Certificate

NIB No: _____

[On the letterhead of Bidding Company]

To,

The Managing Director,
The M.P. State Agro Industries Development Corporation
Limited Panchanan 3rd Floor, Malviya Nagar, Bhopal, Madhya
Pradesh 462003

Dear Sir,

Sub: Net Worth for Engagement of Consultancy Firm For identifying Generating a DPR of Hi- Tech Flower Garden and Demonstration Center in Madhya Pradesh.

This is to certify that Net worth of _____ {insert the name of Bidding Company}, as on 31st March 2022 is Rs_. The details are appended below.

Particulars	Amount (In Rs.)
Equity Share Capital	
Add: Reserves	
Subtract: Revaluation Reserve	
Subtract: Intangible Assets	
Subtract: Miscellaneous Expenditure to the extent not written off and carried forward losses	
Net Worth as on 31 st March 2022	

UID No.:

Authorised Signatory
(Power of Attorney holder)

Statutory Auditor
(CA Stamp & Signature)

Annexure-10: Contact Person for the NIB

NIB No: _____

[On the letterhead of Bidding Company]

1	Contact Person name for the NIB	
2	Designation	
3	Contact No. (phone & mobile)	
4	Fax No.	
5	e-mail ID	
6	Corresponding address with pin code	
7	Remarks	

(Signature of Authorized Signatory)

Name:

Designation: Company Seal:

Annexure 11: Information About The Bidding Firm

NIB No: _____

(To be submitted in the official letter head of the company)

SL. No.	Particulars	
1.	Name of the Bidder	
2.	Address of Bidder with Telephone, Fax, email	
3.	Address of the Registered Office	
4.	GPS Co-ordinate of Registered Office	
5.	Name & Designation of Authorized Signatory for Correspondence (Power of Attorney)	
6.	Nature of Firm (Proprietorship/Partnership /Pvt. Ltd./Public Ltd. Co./Public Sector)	
7.	Permanent Account Number (PAN)/TIN (Attach proof)	
8.	GST Number (Attach proof)	
9.	Firm's Registration Number (Attach proof)	
10.	Particulars of Bid fee	
11.	Particulars of Earnest Money	
12.	Other details and remarks, if any	

Yours faithfully,

(Signature of Authorized Signatory)

Name :

Designation :

Company seal :

(Separate sheet may be used for giving detailed information duly signed)