

REQUEST FOR PROPOSALS (RFP) FOR PREPARING BRIEF DOCUMENT ON WETLANDS OF UTTAR PRADESH

Forest and Wildlife Department, Government of Uttar Pradesh is requesting proposals from government department(s), centre in university (ies), research organizations/ institute(s), Centre of Excellence and /or any eligible firms interested in contracting for preparing Brief Documentation of the Wetlands of Uttar Pradesh State.

1. REASON OF REQUEST

As per the directions of Ministry of Environment, Forests and Climate Change, (MoEFCC herein referred as Ministry) Government of India, letter no. F.No-J-22012/09/2016-CS(W) dated 04-04-2016, the state of U.P. had to submit the "Brief Document" for each Wetland as per para 6(3) of the Wetlands Conservation and Management Rules, 2010.

And in compliance, UPFD had submitted the Brief Document of 503 Wetlands within the Protected Area/Forest Area on 26-07-2016 and 39 Wetlands outside the Forest Area on 29-07-2016 to the MoEFCC.

Whereas in the ministry's letter dated 27-09-2016, it has been further directed to submit the revised 'Brief Document' furnishing the names and maps of all wetlands separately. For this, the Ministry has directed to identify appropriate government department, centre in university (ies), research organizations/ institute (s), Centre of Excellence and/or any eligible firms for prioritizing and identification of wetlands.

It can be done through survey and ground truthing to ensure that the 'Brief Document' is accurate and complete in all respect in conformity with the Wetland (Conservation and Management) Rules, 2010.

2. TIME SCHEDULE

UPFD will follow the following timetable, which would result in a selection of a firm subject to approval from the Competent Authority. Applications will be accepted until 04:00 pm on 27-02-2017

Office of the Principal Chief Conservator of Forests (Wildlife),
17, Rana Pratap Marg, Lucknow, (U.P.), 226001

For any immediate clarifications/ queries, proponent may contact Conservator of Forests, Endangered Project, U.P. Lucknow. email- cfendpro@gmail.com
Phone : 0522-2716322.

B. Applications may be sent through post or e-mail with the subject "RFP-Brief Document on Wetlands of Uttar Pradesh"

C. All applications must be received on or before 04:00 pm on 27-02-2017.

D. Applications should be prepared simply and economically in ENGLISH language, providing a straight forward concise description of provider capabilities to satisfy the requirements of the request. Special bindings, coloured displays, promotional materials etc., are not desired. Emphasis should be on completeness and clarity of content. Use of both sides of paper sheets for any submittals is desirable whenever practicable.

E. The representing officer from UPFD will notify the selected firm through email and telephone after the approval is accorded by the Competent Authority.

F. All applications must include the following information:

- i. The names and qualifications of the concerned persons who will be conducting the survey, ground truthing, preparations of maps and their areas of responsibility.
- ii. Specific experience of the firm and the concerned personnel engaged in regard to similar type of study or assignments.
- iii. The Concept Note by which the firm will conduct the study. The concept note should include the proposed outline of the method, work plan and timeline.
- iv. The Budget proposal should include expert fee, cost for survey, map preparations, travel, assistance etc
- v. References: List of 10 Wetlands of Uttar Pradesh with reference to their areas is annexed herewith.

3. SELECTION CRITERIA

Factor Weight Given

A. Reputation and qualifications of the specific firm including ability and history of successfully completing study of this type, responsiveness of the written proposal (technical) to the purpose and scope of study. :- 70%

B. Competitiveness of budget structure (financial) :- 30%.

Total Criteria Weight:- 100%

Each proposal will be independently evaluated on factors (A) through (B).

4. TERMS AND CONDITIONS

A. UPFD reserves the right to reject any and all applications, and to waive minor irregularities in any proposal.

B. UPFD reserves the right to request clarification of information submitted, and to request additional information from any applicant.

- C. UPFD reserves the right to award any contract to the next most qualified applicant, if the successful applicant does not execute a contract within one week after the applicant has been notified of selection.
- D. UPFD shall not be responsible for any costs incurred by the firm in preparing, submitting or presenting its response to the RFP.

5. COMPENSATION

Payment by the UPFD will be made in advance up to 50% of the approved cost based on the work schedule and the balance in phases or successful completion, submission and acceptance of the 'Brief Document' by the Ministry. An itemized billing statement is however needed to be submitted and approved by the appropriate authority. Advance paid may be against bank guarantee or any other suitable security instrument.

6. TERMINATION

- E. UPFD may terminate the contract with the firm in case of its unsatisfactory performance by giving one month's notice.
- F. The contract with the firm will be automatically terminated on satisfactory completion of the job.

Annexure

List of 10 Large Wetlands of Uttar Pradesh

Sl. No.	Name of Wetland	Name of District	Status/Control	Area (In Ha.)
1	Mata Teela Dam	Lalitpur	Irrigation Department	20720.000
2	Sharda Sagar Dam	Pilibhit	-----"-----	15453.715
3	Rajghat Dam	Lalitpur	-----"-----	11962.000
4	Maudaha Dam (Swami Brahmanand Dam)	Hamirpur	-----"-----	5439.000
5	Sirsi Reservoir	Mirzapur	-----"-----	4125.000
6	Jargo Reservoir	Mirzapur	-----"-----	3108.000
7	Shahzad Dam	Lalitpur	-----"-----	2993.000
8	Bakhira Lake	St. Kabeer Nagar	Forest Department	2894.210
9	Govind Sagar Dam	Lalitpur	Irrigation Department	2478.800
10	Jamni Dam	Lalitpur	-----"-----	2472.650