

No. CT/1-15/Transport Nagar-2013- 1092381  
Directorate of Transport, Parivahan Bhawan,  
Himachal Pradesh, Shimla - 4

Dated: Shimla, the 08<sup>th</sup> November, 2021

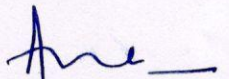
**NOTICE INVITING TENDER**

**Quotation for hiring a consultant to prepare FCA case for land for Construction of Transport Nagar,  
Shimla**

Sealed quotations are invited from reputed agencies/firms/individuals for hiring a consultant to prepare FCA case for Construction of Transport Nagar at proposed land which is at Khasra No. 60/1 area measuring 0-39-51, Khasra NO. 63/1 area measuring 0-82-68 and Khasra No. 65 area measuring 00-50-63, Kita 3, total area measuring 01-72-82 hectare situated at Mauja Gudshali, Tehsil Shimla, Rural, Distt. Shimla. The quotations/tenders/bids should reach the office of the undersigned on or before **25-11-2021** up to 12:00 Noon, thereafter no tender/bid/quotation shall be entertained. The bid shall be opened on the same day at 3 pm in the premises of Directorate of Transport, H.P. and in presence of the prospective tenders who may wish to remain present.

The tender/quotation submitted by post or courier shall be considered, only if it is actually received before the specified date and time. The tender documents alongwith terms and conditions can also be downloaded from the department website [www.himachal.nic.in/Transport/](http://www.himachal.nic.in/Transport/). A separate DD of ₹500/- tender fee shall have to be submitted with EMD (Earnest Money Deposit) duly pledged in favour of the Director Transport, H.P..

The quotation must be accompanied with an earnest money of ₹15,000/- (Rupees Fifteen Thousand Only) in the shape of DD/FDR duly pledged in favour of the Director Transport, H.P. Tenders without earnest money or not in the form specified above will be rejected straightway.

  
Director Transport,  
Himachal Pradesh,  
Shimla HP-171004

PROFORMA

1. NAME OF THE FIRM/INDIVIDUAL :: \_\_\_\_\_
2. ADDRESS :: \_\_\_\_\_
3. REGISTRATION/ID PROOF :: \_\_\_\_\_
4. ADDRESS PROOF :: \_\_\_\_\_
5. PAN No. (copy to be enclosed) :: \_\_\_\_\_
6. GSTIN No. (if any, copy to be enclosed) :: \_\_\_\_\_
7. UNDERTAKINGS (to be enclosed) :: Non-Gratification+Non-blacklisting
8. PAST EXPERIENCE OF ATLEAST 3 YEARS  
FOR WORK UNDERTAKEN FOR FCA CASES  
(if any, copy to be enclosed)  
(similar job profile/field only). :: \_\_\_\_\_
9. UDIN CERTIFICATE FROM C.A. FOR ATLEAST  
3 YEARS FOR TURNOVER OVER AND ABOVE 25 LACS \_\_\_\_\_

I hereby under take to accept and abide all the terms & Conditions of the tender documents.

Signature with stamp/ official seal \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

Contact No. \_\_\_\_\_

Email id \_\_\_\_\_

**SCOPE OF WORK AND TERMS & CONDITIONS FOR THE QUOTATIONS INVITED FOR  
HIRING A CONSULTANT TO PREPARE FCA CASE FOR LAND FOR CONSTRUCTION OF  
TRANSPORT NAGAR, SHIMLA**

**(A) SCOPE OF WORK: -**

<b>1</b>	<b>Place of work</b>	Khasra No. 60/1 area measuring 0-39-51, Khasra NO. 63/1 area measuring 0-82-68 and Khasra No. 65 area measuring 00-50-63, Kita 3, total area measuring 01-72-82 hectare situated at Mauja Gudshali, Tehsil Shimla, Rural, Distt. Shimla.
<b>2</b>	<b>Nature of job</b>	Consultancy services for FCA clearance
<b>3</b>	<b>Time period for completion of work</b>	2 months.
<b>4</b>	<b>Facilities to be provided by the Agency/Firm/ Individual:-</b>	

Consultancy services for FCA clearance which will include the following:-

- 1) Preparation of Maps and Documents (certified land schedule/maps, DGPS survey, SAC certification of geo-referenced forest land map)
- 2) Preparation of Land schedule of project area, village wise/class wise, with certified RoR (Record of right i.e. Jamabandi and Shajra Nasb) copies.
- 3) Collection of forest land records for the area of interest (notified forest areas, DLC areas, etc.
- 4) Verification of revenue land schedules with certified RoR for forest land and obtaining 25.10.1980 certificate of Chief Secretary, Himachal Pradesh as per guideline.
- 5) Assessment of loss of forest from forest & revenue records.
- 6) Finalize Forest land schedule (village wise, RF wise) with summary.
- 7) Prepare digized village maps (after mosaic of corresponding cadastral map sheets showing project boundary and forest land proposed for diversion.
- 8) \* DGPS Survey of the diverted Forest land as per MoEF & CC guidelines.
  - \* DGPS survey of the diverted forest land involved in the project area as per SAC (Space Application Centre-ISRO) guidelines.
  - \* Technical support for verification and certification of the DGPS surveyed forest land maps at SAC.
  - \* Field demarcation and fixing of pillars on the boundary change points of the Forest Land (as specified by the concerned DFO)
  - \* Preparation of the Shape/KML files of the SAC certified Forest Land boundary required to be uploaded during e-filing of the forest diversion proposal.
- 9) Preparation of unified cadastral map of the project area showing forest land proposed for diversion.
- 10) Computation of purpose wise utilization of forest land for each unit of operation.
- 11) Project area map with a 5 km. buffer depicted on original Survey of India topo-map & resource Sat LISS-IV Imagery in 1:25,000 scale.

- 12) Collection/collation/compilation of Supporting documents to be provided by the Office of the Director, Department of Transport, H.P.
- 13) Compilation of FDP application, as per prescribed format with project particulars/supporting provided by Director, Department of Transport, H.P.
- 14) Authentication of enclosures by Director, Department of Transport and Tehsildar Revenue Department, H.P.
- 15) Identification and DGPS survey of the Compensatory Afforestation (CAF) Land.
  - Identification of Compensatory afforestation land, Joint (Revenue & Forest) verification.
  - Shortlisting of sites (non-forest Government land) from revenue records in district/Tehsil offices.
  - Evaluation of sites identified for compensatory afforestation (CA).
  - Verification of maps records (including DLC, revenue records, if necessary)
  - Site inspection & acceptance of CAF land by DFO.
  - Non-encroachment and on-encumbrance certificate from Tehsildar concerned for the site accepted by DFO.
  - Maps of Compensatory Afforestation on survey of India (SOI) Topo shett.
  - Maps of compensatory Afforestation on village sheet or combined village sheets.
  - Suitability Certificate of DFO/CF against the compensatory afforestation area on the land schedule, village sheets and field book.
  - DGPS survey of the compensatory afforestation land involved in the project area as per SAC guideline.
  - Technical support for verification and certification of the DGPS surveyed forest land maps at SAC.
  - Preparation of the Shape/KML files of the SAC certified Compensatory Afforestation Land boundary required to be uploaded during e-filing of the forest diversion proposal.
- 16) Finalization of document along with all the required input data and supporting documents in required Soft copy format.
- 17) E-filing of the Forest Diversion Proposal in MoEF & CC portal to facilitate electronic Submission of Forest Diversion Proposal to Nodal Officer (Forest Clearance Act.), PCCF Office.
- 18) Field verification, Tree Enumeration, NPV computation.
  - a. Demarcation of the forest area by pillar posting and enumeration of the trees over the applied forest/non-forest areas.
  - b. Tree enumeration report preparation and authentication from concerned officials
  - c. Site inspection by DFO.
  - d. NPV computation
  - e. Document Verification report (Forest area in the project and its legal status with respect to Land Schedules as in Records, DLC Report & Forest department records.
  - f. Incorporation of corrections/changes (if any) as per feedback of DFO.
  - g. Authentication of Land schedule, Maps and relevant records of Part-I by DFO
  - h. Approval and incorporation of SAC certified DGPS surveyed, geo-referenced forest land map and Compensatory Afforestation Area land map by DFO.
  - i. DFO's authentication of Maps and Reports.

- 19) Assistance in preparation of Compensatory Afforestation Area Scheme by the concerned DFO.
- 20) Assistance to DFO for formulation of other supporting documents.
  - a. Assistance to DFO for formulation of other supporting proposals such as Wildlife management plan.
- 21) Conducting Gram Sabha and Processing and obtaining of FRA certificates through Collector's office.
- 22) Transmission of FDP with DFO's report to Conservator of Forest/CCF.
- 23) Transmission of FDP with CF/CCF's report to Nodal Officer, O/o PCCF, Himachal Pradesh.
  - a. Site inspection if required and certification by CF/CCF.
  - b. DFO and CF/CCF's report.
  - c. Authentication of Maps & documents.
  - d. Transmission of FDP to Nodal office Forest Conservation Act in the Office of PCCF, Himachal Pradesh.
- 24) Online Transmission of FDP to Secretary, Forest Department, Government of Himachal Pradesh with PCCF's recommendation.
  - a. Compliance to Nodal Officer, Forest Clearance Act in the Office of PCCF, Himachal Pradesh.
  - b. Compliances to PCCF, Himachal Pradesh
  - c. Transmission to Secretary, Forest Department, Government of Himachal Pradesh.
- 25) Recommendation of Secretary, Government of Himachal Pradesh and Transmission of FDP application to either Regional Office or Head Office of MoEF & CC, Government of India, as the case may be.
  - a. Compliances to Forest Department, Government of Himachal Pradesh
  - b. Transmission to MoEF & CC, Government of India.
- 26) Technical compliance for Stage-I Clearance, as required.
  - a. Assistance to HPDT in responding to queries and clarification sought by MoEF & CC.
  - b. Assisting HPDT in making the presentation, if any required by MoEF & CC.
- 27) Technical compliance for Stage-II Clearance, as required.
  - a. Assistance to HPDT in compilation of Stage-I condition compliances.
  - b. Guiding HPDT in deposit of statutory fee & undertaking.
  - c. Assisting HPDT in making the presentation, if any required by MoEF & CC.

**B. GENERAL TERMS AND CONDITIONS: -**

- 1) Bidders are requested to study the tender document and terms & conditions carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
- 2) Firms/Individuals intending to participate in the bid should first ensure that they fulfill all the eligibility criteria as prescribed under the terms and conditions; otherwise, the tenders will be summarily rejected.

- 3) The bid should be complete in all respects, with all documents duly signed by authorized person.
- 4) The Bid Documents are not transferable and the cost of the tender is non-refundable under any circumstances.
- 5) The bid along with the Tender Fee (if not already paid), EMD, and other requisite supporting documents should be submitted in sealed envelopes only, addressed to "**The Director Transport, Parivahan Bhawan, Himachal Pradesh, Shimla - 171004**". The envelop should be duly superscripted "**Quotation for the consultancy services for FCA Clearance for Transport Nagar, Shimla**".
- 6) Open bids or unsigned bids shall be rejected out rightly.
- 7) LAST DATE OF SUBMISSION OF BID: The quotations/tenders/bids should reach the office of the undersigned **on or before 25-11-2021 up to 12:00 Noon**, whereafter no tender/bid/quotation shall be entertained. The bid shall be opened on the same day at 4 pm in the presence of the prospective tenders who may wish to remain present.
- 8) The tender/quotation submitted by post or courier shall be considered, only if it is actually received before the specified date and time.
- 9) FORMAT: The proposed rates should be quoted strictly on the proforma prescribed at **Annexure-B**.
- 10) The rates quoted in the bid should be inclusive of all taxes.
- 11) Proper Name of the Firm/Individual with business address, should be mentioned in the quotation, along with supporting proof of Identity and Address.
- 12) The firm/individual should have a valid PAN Number and copy of the same should be enclosed along with the bid/quotation.
- 13) The firm should not be blacklisted /terminated & debarred in the past. The firm required to submit a declaration for the same with affidavit attested by notary.
- 14) SELECTION CRITERIA: The L-1 shall be determined based on the rates quoted by the bidder on Annexure-B, subject to fulfillment of other conditions.
- 15) NON-CARTEL FORMATION: The bidders will not form a part of the cartel and put in supporting quotations for some other company. This will debar the them from participating in other tenders floated or to be floated in by the Department.
- 16) NON-GRATIFICATION CLAUSE: The bidders will give an undertaking that they will not try to gratify any person or use any other unfair means involved in the proving the consultancy services for FCA clearance.
- 17) NON-BLACKLISTING CERTIFICATE: All the bidders will give an undertaking that they have not been blacklisted by any State / Central Government Departments/other organizations.
- 18) The Director Transport, H.P. reserves the right to accept or reject any tender whole or in part thereof, without assigning /specifying any reason thereof.

- 19) The Director Transport, H.P. reserves the right to modify any or all of the conditions in the Tender document, prior to the date of submission of the Bid, by issuing an amendment in writing. Such amendments will be binding on all the bidders.
- 20) TERMINATION CLAUSE: The Director Transport, H.P. without prejudice to any other remedy for breach of contract, by written 7 day notice of default sent to the contractor, terminate the contract in whole or in part thereof:
- If the contractor fails to provide the facilities mentioned above, within the specified time-period,  
OR
  - If the performance or the service rendered by the firm/contractor is found to be unsatisfactory.  
OR
  - If the contractor fails to perform any other obligation(s) under the contract.
- 21) Any dispute related to the tender process or execution of the contract thereafter shall be settled by the Director Transport, H.P Shimla, whose decision shall be binding on all parties.

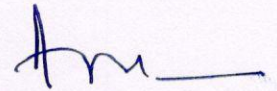
**C. ENDER FEE, EARNEST MONEY & PERFORMANCE SECURITY: -**

- TENDER FEE :: ₹500/- (Rupees Two Hundred only) (non-refundable)**
- The tender document along with terms and conditions can also be down loaded from the department website [w.w.w.himachal.nic.in/Transport](http://w.w.w.himachal.nic.in/Transport).
- EARNEST MONEY :: ₹15,000/- (Rupees Fifteen Thousand Only) (refundable)**
  - The quotation/bid must be accompanied with an earnest money of ₹15,000/- (Fifteen Thousand Only) in the shape of Accounts Payee Bank Draft (DD) in favour of Director Transport, H.P. Shimla-171004.
  - Tenders without earnest money or short or not in the form specified above will be rejected straightway.
  - Earnest money of ₹15,000/- (Fifteen Thousand Only) and another separate demand draft of ₹500/- (Five Hundred only) towards nonrefundable tender fee by way of demand draft drawn in favour of the "Director Transport, HP Shimla" shall be deposited.
  - The earnest money of the unsuccessful bidder shall be released without interest, after finalization of the contract.
  - The earnest money of the successful bidder shall be released without interest, only after the bidder executes contract and submits Performance Security with the Director Transport, H.P. Shimla-171004.
- PERFORMANCE SECURITY :: ₹30,000/- (Thirty Thousand only) (refundable)**
  - Successful bidder shall have to furnish a Performance Security amounting to ₹30,000/- (Thirty Thousand only) in form of FDR or Bank Guarantee duly pledged/ hypothecated in

favour of the Director Transport Department, Himachal Pradesh, with in fifteen days (15 days) after award of the contract.

- (b) In the event of non-submission of the specified amount as Performance Security, within the allotted time frame, the contract so awarded shall be liable to be cancelled without further notice.
- (c) The aforementioned FDR/Bank Guarantee should be valid for a period of sixty days beyond the date of completion of the contract.
- (d) In case of extension of the Contract beyond the period of 1 year, the aforementioned FDR/Bank Guarantee, should have to be renewed and extended accordingly, as well.
- (e) The Performance Security shall be refunded to the bidder only after successful completion of the specified contract period.
- (f) Any lapse on part of the Contractor to abide by the terms and conditions of this tender document, or to provide services to the satisfaction of the Department could result in the termination of the contract and lapse of the performance security.

**NOTE:- BIDDER must go through these terms and conditions very carefully and put his signature along with stamp in token of acceptance of these terms and conditions. It shall also be noted that any further change in the tender documents shall be intimated/published only through website of this Department.**



Director Transport,  
Himachal Pradesh, Shimla-171004



Format of Financial Proposal  
Summary of Cost in India Currency (INR)

Sr. No.	Type of forest approval with Approximate area in hectare	Rate per hectare in Rs. (Excluding GST)
1	Stage - II approval of FCA from MOEF & CC, Shimla for proposed land at Khasra No. 60/1 area measuring 0-39-51, Khasra NO. 63/1 area measuring 0-82-68 and Khasra No. 65 area measuring 00-50-63, Kita 3, total area measuring <b>01-72-82 hectare</b> situated at Mauja Gudshali, Tehsil Shimla, Rural, Distt. Shimla.	

Note:

- 1) No. escalation will be payable during the services.
- 2) GST reimbursement on submission of proof along with CA certificate with UDIN NO. etc.