

**GOVERNMENT OF JHARKHAND
DRINKING WATER & SANITATION DEPARTMENT**

EXPRESSION OF INTEREST/ REQUEST FOR PROPOSAL

FOR SELECTION OF

Experienced Consultants of National Repute

FOR

**Preparation of Action Plan for Rain Water Harvesting / Ground
Water Recharge in Jharkhand**

Issued by:-

**Chief Engineer,
Drinking Water & Sanitation Department,
Doranda Bazar, (Water Tower Compound, First Floor),
Doranda, Ranchi - 834002"**

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**GOVERNMENT OF JHARKHAND
DRINKING WATER & SANITATION DEPARTMENT**

**EXPRESSION OF INTEREST (REQUEST FOR PROPOSAL) FOR CONSULTANCY ON
RAINWATER HARVESTING/ GROUND WATER RECHARGE**

Drinking Water & Sanitation Department engaged in the supply of potable drinking water to the urban and rural population of the entire State through drilled tube wells or surface sources.

Sustainability of drinking water sources and schemes is a process which facilitate the existing / new drinking water supply projects to provide safe drinking water in adequate quantity even during distress periods duly addressing equity, gender, vulnerability, convenience and consumer preference issues through conjunctive use of ground water, surface water and roof water harvesting.

The main aim of providing sustainability of drinking water schemes is to ensure that such schemes do not slip back from universal access of safe drinking water to the community throughout the design period of the schemes.

For sustainability projects it is to be ensured that existing and proposed rural drinking water sources are directly recharged and for that detailed manuals on “Mobilizing Technology for Sustainability”, “Bringing Sustainability of Drinking Water System” and “Convergence of Sustainability Projects” issued by The Department of Drinking Water Supply, Government of India may be referred for planning, design and implementation of sustainability projects under NRDWP.

Expression of Interest (Request for Proposal) is invited from single/ joint venture/consortium of organizations for providing consultancy for preparation of the feasibility report , Developing Master Plan and extend Implementation support for Rain Water Harvesting and Ground Water Recharge for the following Districts of Jharkhand State –

1. Ranchi
2. East Singhbhum
3. Saraikela- Kharsawan
4. Dhandad
5. Bokaro
6. Palamu
7. Godda
8. Sahibganj
9. Garhwa
10. Pakur

Selected Agency shall carry out intensive work initially in one selected block from each of the Ten Districts to carry out above mentioned work. On satisfactory completion of work, they will be considered for scaling up of operation in the whole district. The task would require expertise in **Rain Water Harvesting, GIS Mapping** and **Community based micro plan Development**. Willing technical agencies of national repute may collaborate with local agencies to form consortium or joint venture to participate in the process.

1. Schedule of Events

Event Description	Date
REQUEST FOR PROPOSAL	
Pre Bid Meeting	29.10.2012 at 11.30am at PMU Hall
Bid Due Date	05.11.2012 upto 3.30pm
Opening of Bids	05.11.2012 at 4.00 PM

2. Detailed information & particulars of the consultancy along with the formats for providing information by intending bidders can be obtained from the office of the “ **Chief Engineer, Drinking Water & Sanitation Department, Doranda Bazar, (Water Tower Compound, First Floor), Doranda, Ranchi - 834002**” or can be downloaded from the official web site www.Jharkhand.gov.in
3. The interested consultants/ consultancy firms are requested to submit Request for Proposal in the prescribed formats and supporting documents exclusively in physical form in a sealed envelope by hand or by Registered post to the “**Office of the Chief Engineer, Drinking Water & Sanitation Department, Doranda Bazar, (Water Tower Compound, First Floor), Doranda, Ranchi - 834002**” so as to reach not later than the time and date mentioned in the Detailed information & particulars of EOI (RFP).
4. Any legal dispute shall be subject to law courts in Jharkhand.
5. For any interpretation, decision of DWSD will be final.
6. The Selection shall be entirely at the discretion of the Department. Applicants shall be deemed to have understood and agreed that the Department shall not be required to provide any explanation or justification in respect of any aspect of the Selection Process or Selection. Further, the Department reserves the right to accept or reject any application and reject all applications at any time, without thereby incurring any liability to Applicants.
7. Any queries / additional information's concerning this EOI (RFP) can be obtained from the office of the undersigned on any working day during office hours.

**Chief Engineer,
Drinking Water & Sanitation Department,
Doranda Bazar, (Water Tower Compound, First Floor),
Doranda, Ranchi - 834002”**

GOVERNMENT OF JHARKHAND DRINKING WATER & SANITATION DEPARTMENT

EOI (RFP) INFORMATIONS

Please carefully go through these papers and ensure compliance as non compliance of any of these conditions may make your offer invalid.

1. Preamble:

- 1.1** The Drinking Water and Sanitation Department (DW&SD) of Government of Jharkhand is engaged in the development of infrastructure for providing safe & potable water supply for drinking purpose to both rural as well as urban populations. Such infrastructures in routine named water supply schemes are also operated and maintained by the Department itself.
- 1.2** DW&SD, the Executing Agency herein called “the Employer” intends to employ experienced consultancy firms / organizations / NGO’s through Competitive Bidding for Preparation of Action Plan for Rain Water Harvesting / Ground Water Recharge in Jharkhand.
- 1.3** Broadly consulting firms / organizations / NGO’s are required to perform activities as enumerated at ***Annexure 1***.

2. Bidding Process

- 2.1** Employer has adopted two-Bid process (collectively referred to as the “Bidding Process”) for selection of the bidder for award of the Consultancy work. Bid will be received in two separate envelopes as explained below. Failure in compliance of following instructions will make the bid liable for rejection. The Selection shall be entirely at the discretion of the Department.
- 2.2** The bidders are advised to go through the following instructions carefully and participate in accordance with the provisions of EOI (RFP) containing technical and financial offers after properly understanding the instructions. The envelope containing financial offers should be super scribed on the top as “Rate Bid,” name of work and on the left side address of the bidders along with duly offered rates (both in words and figures) including all taxes etc and duly signed and stamped by the bidder. No other papers like forwarding letter or else should be placed in this envelope and nothing except as asked for should be written on bid papers. This “Rate Bid” super scribed envelope will only be opened after ascertaining that the papers contained in the Envelope of technical offers marked as “Technical Bid” are as per instructions given below and fulfill the perquisite qualifications. This envelope should be super scribed on the top as “Technical Bid”, Name of work and on the left side address of the bidder on the envelope. All the certificates should be kept in the Envelop marked as Technical offer and must be signed by the bidder and duly stamped. Nothing should be written on those papers except as asked for. Each of the envelopes must be properly sealed. The Selection shall be entirely at the discretion of the Department. It will be the sole discretion of Drinking Water & Sanitation Department, Government of Jharkhand to decide on any organizations of national reputation.
- 2.3** During the bid stage, bidders are required to examine the project areas required in greater detail and to carry out at their cost such studies as may be required for submitting their respective bids for award of the consultancy work.

2.4 Any queries or request for additional information concerning this EOI (RFP) shall be submitted in writing to the
**Chief Engineer,
 Drinking Water & Sanitation Department,
 Doranda Bazar, (Water Tower Compound, First Floor),
 Doranda, Ranchi - 834002”**

2.5 The both envelopes shall be clearly marked “EOI (RFP) for Appointment of Consultant for **Preparation of Action Plan for Rain Water Harvesting / Ground Water Recharge in Jharkhand.**

The Employer will not accept any application received after the due date and time as noted above.

2.6 The name and mailing address of the Applicant shall be clearly marked on the Envelope.

2.7 All communication shall be in the English or Hindi Language. Where information is provided in another language, it shall be accompanied by a translation into English or Hindi language, which shall prevail and will be used for interpreting the information.

2.8 Failure to provide information asked with EOI (RFP) or to provide timely clarification or substantiation of the information supplied, may result in rejection of the Applicant.

2.9The authorized signatory of the Applicant is required to put his / her signatures on each page of the document and its enclosures as token of acceptance of all contents of documents. Each page shall be uniquely numbered and the total number of pages shall be indicated in the Letter of the Application.

2.10Tentative Schedule of Bidding Process:

Event Description	Date
REQUEST FOR PROPOSAL	
Pre Bid Meeting	29.10.2012 at 11.30am at PMU Hall
Bid Due Date	05.11.2012 upto 3.30pm
Opening of Bids	05.11.2012 at 4.30am

In case of above dates are declared holidays; the next working day will be date of scheduled activity.

3. Submission of Information

Applicant is required to provide information in the following forms prescribed herein after. In addition, Applicant shall also submit brochure (if there any), and supporting technical / financial documents to substantiate his information. The information to be submitted by interested consultants in support of their qualification for the performance of services must also include following along with supporting documents duly attested / notarized:

- a) Financial statement of duly certified by statutory auditor, for past 3 (three) years indicating average annual turnover not less than 1.00 (One) Crore.
- b) Summary detail along with copies of work order / agreement and completion certificate / performance certificate for consultancy work in watershed and water resource development programs costing more than Rs. 50.00 (Fifty) Lakh as total.
- c) Statement of Strength of full time technical staff for the period April 2011 to March 2012.

4. Employer's Right to Accept Any EOI (RFP) Application, and to reject any or All EOI (RFP) Applications.

The Selection shall be entirely at the discretion of the Employer. Applicants shall be deemed to have understood and agreed that the Employer shall not be required to provide any explanation or justification in respect of any aspect of the Selection Process or Selection. Further, The Employer reserves the right to accept or reject any application and to annul the EOI (RFP) process and reject all applications at any time, without thereby incurring any liability to Applicants.

**Chief Engineer,
Drinking Water & Sanitation Department,
Doranda Bazar, (Water Tower Compound, First
Floor),
Doranda, Ranchi - 834002"**

ANNEXURE-1

NAME OF CONSULTANCY WORK

Preparation of the feasibility report and Master Plan for Rain Water Harvesting and Ground Water Recharge for the following Districts in Jharkhand State –

1. Ranchi
2. East Singhbhum
3. Saraikela- Kharsawan
4. Dhandad
5. Bokaro
6. Palamu
7. Godda
8. Sahibganj
9. Garhwa
10. Pakur

The major activities, though not limited to, involve the following:

(A) Objectives

Develop economically viable self-sustainable and replicable rainwater harvesting and Ground Water Recharge structures scheme with suitable models including special emphasis on structures like Weirs and Check dams for creation of source for Water Supply schemes for above mentioned districts.

Submit detailed project report covering each detail minutely to implement the project directly without need of further technical and geological investigations, hydrographic survey etc, designs, estimation, drawings Activities to be carried out by consultant.

(B) Village Survey

Consultant should collect data essential for designing the project by conducting required surveys.

(C) Engineering Design

The process of designing the project should be such that it should optimize the designs and should be directly implementable in consultation with PRI's. The consultant shall design the entire network discussing various alternatives and selecting techno- economic solution.

(D) Others Parameters

- ❖ Taking local wisdom into cognizance.
- ❖ Rainfall pattern (monthly) - total, intensity, no. of rainy days, hydrograph.
- ❖ Annual cyclic rainfall pattern (over 10 years) – trends.

- ❖ Soil porosity and permeability.
- ❖ Aquifers vis-a vis rock type (geological and tectonic), age and probable leaching for chemical contamination.
- ❖ Source survey for biological contamination.
- ❖ Lithology and static ground water details.
- ❖ Evaporation and seepage rates.
- ❖ Water budgeting for household security.
- ❖ Suitability of locally available material.
- ❖ Use of HGM maps based on satellite data and desirable geophysical investigations.
- ❖ Identification of runoff zones with surplus runoff water.
- ❖ Involvement of community in decision making.
- ❖ Existing water harvesting structures and its functionality.
- ❖ Climatic change and its impact on drinking water sources.
- ❖ Water management options for emergency situations.
- ❖ Identification of water logging areas which can be converted into potential recharge zones.
- ❖ Promoting use of water saving, energy efficiency devices / fixtures.
- ❖ Promoting use of new and renewable energy sources.
- ❖ Identification of target areas for rain water harvesting and availability of land for construction of site specific artificial recharge structures.
- ❖ Recommendation on the maintenance of Artificial Recharge Structures.
- ❖ Preparation of Detailed Technical Feasibility Report including sites identified for construction of recharge structures.
- ❖ Identification of new sites for water extraction structures like open wells / bore wells as well as suitable sites for ground water recharge.
- ❖ Preparation of Detailed Engineering Drawings for the Artificial Recharge Structures.
- ❖ Budgetary Estimate for construction of Artificial Recharge Structures.

(E) Submission of Report

- ✓ **One hard copy and one soft copy of Detailed Technical Feasibility Report.**
- ✓ **Two numbers of hard copies and one soft copy of Final Detailed Technical Report after finalization of Detailed Technical Feasibility Report.**
- ✓ **Master Plan showing the location of Artificial Recharge Structures.**
- ✓ **Engineering Drawing for the Artificial Recharge Structures.**
- ✓ **Budgetary Estimate for construction of Artificial Recharge Structures.**

FORM FOR SUBMISSION

Letter of Application for Expression of Interest / Request for Proposal

Dated:

To,
Chief Engineer,
Drinking Water & Sanitation Department,
Doranda Bazar, (Water Tower Compound, First Floor),
Doranda, Ranchi - 834002”

Name of Work: Appointment of Consultant for Preparation of the feasibility report and Master Plan for Rain Water Harvesting and Ground Water Recharge for the following Districts in Jharkhand State

1. Ranchi
2. East Singhbhum
3. Saraikela- Kharsawan
4. Dhandad
5. Bokaro
6. Palamu
7. Godda
8. Sahibganj
9. Garhwa
10. Pakur

Dear Sir,

1. With reference to your EOI (RFP) document, I/we, having examined the EOI (RFP) document including any addendum issued up to date and understood its contents, hereby submit my / our Application for short-listing for the aforesaid work. The Application is unconditional and unqualified.
2. I / We acknowledge that the Employer will be relying on the information provided in the Application and the documents accompanying such Application for short-listing of the Applicants for the aforesaid work, and we certify that all information provided in the Application and in enclosed forms/documents is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Application are true copies of their respective originals.
3. I/ We shall make available to the Employer any additional information it may find necessary or require to supplement or authenticate the Qualification statement.
4. I/We have not been declared ineligible by Employer's country, and/or we are not subject to sanction from Employer's country in accordance with the lists of exclusion established by these institutions regarding fight against terrorism.
5. I/ We certify that, I/We

- (a) Have not failed to complete any project / work awarded to us by any public authority/entity, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award in the last five years.
 - (b) Have not been panelized by any organization for poor quality of work or breach of contract on our part in the last five years.
 - (c) Have not had been blacklisted by any Government department / Public Sector Undertaking.
 - (d) Have not suffered from bankruptcy / insolvency in the last five years.
6. I/We functions as a consultant or adviser along with the functions as a contractor and/or a manufacturer. However, I/We agree to limit the our role only to that of a consultant/ adviser to the Employer and to disqualify us, our Associates / affiliates, subsidiaries and / or parent organization subsequently from work on this Project in any other capacity.
7. I/We acknowledge the right of the Employer to reject our Application without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
8. I/We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Application that you may receive nor to invite the Applicants to Bid for the Project / work, without incurring any liability to the Applicants.
9. The Statement of Legal Capacity for signing of application, as per format provided at Form 2 of this EOI (RFP) document, and duly signed, is enclosed.

In witness thereof, I / we submit this application under and in accordance with the terms of the EOI (RFP) document.

Yours faithfully,

Signature, name and designation of the Authorized Representative of Applicant

Date:
Place:

Form-1

Particulars of the Applicant

1. a) Name of Company / Firm / NGO:

b) Legal status (e.g. incorporated private company, unincorporated business, Partnership etc.):

c) Country of incorporation:

d) Registered address:

e) Year of Incorporation:

f) Year of commencement of business:

g) Principal place of business:

h) Brief description of the Company including details of its main lines of Business:

i) Name, designation, address and phone numbers of authorized signatory of the Applicant:

Name:

Designation:

Address:

Phone No.:

Fax No. :

E-mail address:

2. For the Applicant, state the following information:

(i) In case of non Indian Firm, does the Firm have business presence in India?

Yes / No

If so, provide the office address (as) in India.

(Signature, name and designation of the authorized signatory)
For and on behalf of

- Note:** - 1. Attach copy of company registration certificate under Indian companies Act 1956
2. In case of Joint Venture firm attach the related document.
3. Attach NGO registration certificate (As applicable)

Form-2
Statement of Legal Capacity
(To be forwarded on the letter head of the Applicant)

Ref.

Date:

To,
Chief Engineer,
Drinking Water & Sanitation Department,
Doranda Bazar, (Water Tower Compound, First Floor),
Doranda, Ranchi - 834002"

Dear Sir,

Sub: EOI (RFP) for Consultant for Preparation of the feasibility report and Master Plan for Rain Water Harvesting and Ground Water Recharge for the following blocks in Jharkhand State –

1. Ranchi
2. East Singhbhum
3. Saraikela- Kharsawan
4. Dhandad
5. Bokaro
6. Palamu
7. Godda
8. Sahibganj
9. Garhwa
10. Pakur

I/We hereby confirm that we, the Applicant, satisfy the terms and conditions laid down in the EOI (RFP) document.

I/We have agreed that (Insert individual's name) will act as our authorized Representative on our behalf and has been duly authorized to submit our Proposal. Further, the authorized signatory is vested with requisite powers to furnish such proposal and all other documents, information or communication and authenticate the same.

Yours faithfully,

(Signature, name and designation of the authorized signatory)
For and on behalf of.....

Signature of Authorized Representative

Signature of authorized signatory for verification
of Signature of his representative

• *Also attach photograph of the Authorized Representative.*

Photograph of Authorized
Representative duly attested

Form-3

Experience for Work during last Three years ending 31.03.2012

S. No.	Financial Year	Professional Fee received for providing Work or Consultancy Services (Amount in Rs.)
1	2009-2010	
2	2010-2011	
3	2011-2012	
Average of last 3 years		

Certificate from the Statutory Auditor

This is to certify that..... (Name of the Applicant) has received the payments shown above against the respective years on account of consultancy services fees.

Name of the audit firm:

Seal of the audit firm

Date:

(Signature, name and designation of the authorized signatory)

Note:

- *In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.*
- *Please do not attach any printed Annual Financial Statement.*
- *The rate of exchange shall be considered as on the end date of financial year.*

Signature of Authorized Representative and seal

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Form-4

Abstract of Specific Experience of the firm for providing consultancy service

(Experience in Community based Watershed planning, Water resource Development, GIS mapping & topographical survey, preparation of village water security plan and DPRs, design of Rain water harvesting structures or any other work of similar nature)

S.No.	Name of Project	Name of Client	Project Cost for which Consultancy services have been rendered (in Rs.)	Professional fee received by the Applicant (in Rs.)
1	2	3	4	5

- ❖ The Applicant should provide details of only those projects that have been undertaken by it under its own name.(Any one of the party for Joint Venture/Consortium)
- ❖ The names and chronology of similar qualifying assignments included here should conform to the project-wise details submitted in Form-5.
- ❖ The applicant should attach the Client Certificate for satisfactory completion of assignment along with respective letter of award to substantiate his experience. The completion certificate should clearly indicate the cost of project, professional fee charged and components of the project for which Consultancy services were rendered.

Certificate from the Statutory Auditor

This is to certify that the information contained in Column above is correct as per the accounts of the Applicant and/ or the clients.

Name of the audit firm:

Seal of the audit firm

Date:

(Signature, name and designation of the authorized signatory)

Note:

- ✓ In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.
- ✓ The Applicant may attach separate sheets to provide brief particulars of other relevant experience of the Applicant.
- ✓ Bidder should provide experience details for last 5 years in which payment for Consultancy work has been received

Signature of Authorized Representative and seal

Form-5

Details of Similar Qualifying Assignments

Name of the Project:

Type of Project

Name of client and Address:
(Indicate whether public or private entity)

Name, telephone no. and fax no. of client's representative:

Start date and finish date of the services (month/ year):

Fee Received in equivalent amount in Rs.

Brief description of the Work:

Description of services performed by the Applicant firm:

Notes:

1. Use separate sheet for each activities/ assignments marked in form 4.
2. The rate of exchange shall be considered as on date of completion of Applicant's assignment.
3. Attach the work/consultancy services order and completion certificate from competent authority (Not below the rank of Executive Engineer)

Signature of Authorized Representative and seal

Form-6

Annual Turn Over of Firm during last three years ending 31.03.2012

S. No.	Financial Year	Annual Turnover (Amount in Rs.)
1	2009-2010	
2	2010-2011	
3	2011-2012	
Average for Three year		

Certificate from the Statutory Auditor

This is to certify that..... (Name of the Applicant) has received the payments shown above against the respective years.

Name of the audit firm:

Seal of the audit firm

Date:

(Signature, name and designation of the authorized signatory)

Note:

- In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.
- Please do not attach any printed Annual Financial Statement.
- The firm shall attach audited balance sheet for the year 2009-10, 2010-11 & 2011-12.

Signature of Authorized Representative and seal

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