



**Request for Proposal (RFP) for
Selection of Agency for setup, operation & management of
Tent City for Eco Retreat- 2024 at Netarhat location in
Jharkhand for a period of 30 days (Call-2)
(Jan, 2024- Feb, 2024)**

Ref. No: पर्य०/नि०/प्र०-15/2022- 1233/2023, Dated : 15/12/2023



Government of Jharkhand

Department of Tourism, Art Culture, Sports and Youth Affairs (Tourism Section)

MDI Building, Dhurwa,

Ranchi-834004 Phone:(0651)2400493

<https://tourism.jharkhand.gov.in/>

Disclaimer

The information contained in this RFP Document or subsequently provided to Bidders whether verbally or in documentary form by or on behalf of the Department of Tourism, Arts, Culture, Sports & Youth Affairs, Government of Jharkhand, or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP Document and all other terms and conditions subject to which such information is provided.

This RFP Document is not an agreement and is not an offer or invitation by the Tendering Authority to any party other than the bidder who are qualified to submit the Bids (“Bidders”). The principle of this RFP Document is to provide the Bidder(s) with information to support the formulation of their Proposals. This RFP Document does not purport to contain all the information each Bidder may entail. This Document may not be appropriate for all persons, and it is not possible for Tendering Authority, its employees, or advisors to consider the investment objectives, financial situation, and needs of each Bidder who reads or uses this RFP Document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this Document and where necessary obtain independent advice from appropriate sources. The Tendering Authority, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this Document. The Tendering Authority may in its absolute discretion, but without being under any obligation to do so, update, improve or supplement the information in this RFP Document

REQUEST FOR PROPOSALS

Table 1: RFP Schedule

Office of Issue	Department of Tourism, Arts, Culture, Sports & Youth Affairs, Government of Jharkhand
Last date and time for submission of bids	26/12/2023 at 14:00 hours
Date and time for technical bid opening	26/12/2023 at 14:30 hours

Director, Directorate of Tourism, Government of Jharkhand invites proposals from reputed agencies for organizing Tent City for **Eco Retreat 2024 at Netarhat Location in Jharkhand**.

Interested bidders may download the RFP document from tender section of Department of Tourism website - <https://tourism.jharkhand.gov.in/tender>

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1. Introduction

Department of Tourism, Arts, Culture, Sports & Youth Affairs (hereinafter referred to as “DoT” or “Authority” or “Department”) aims to develop Jharkhand as one of most preferred tourist destinations in India. Concerted efforts are being put in place by DoT to position the state prominently in the domestic and international tourist source markets. Jharkhand Tent City for Eco Retreat will be organized at **Netarhat** between tentative dates Jan 2024 to Feb 2024. The event provided accommodation in luxury tented cottages, associated facilities such as restaurant & bar, Nearby Sightseeing, land / water sports activities, trek and trails, etc.

To encourage Brand Jharkhand Tourism, DoT has decided to organize Tent City for Eco Retreat at Netarhat, Latehar. (Table 2)

Table 2: Jharkhand Eco-Retreat 2023-24 - Destination and Project site

Destination	District
Netarhat	Latehar

Accordingly, DoT invites application from reputed and experienced agencies for development, operation, management, maintenance, promotions and marketing of Tent City for Eco Retreat project at site mentioned in Table 2 for a period of 30 days for “Jharkhand Tent City for Eco Retreat 2024” (hereinafter referred to as “Tent City for Eco Retreat” or “Eco Retreat Event” or “Event”).

Tentative period for Tent City for Eco Retreat 2024 would be from tentative dates Jan 2024 to Feb 2024. The Operator(s) hereinafter referred as “Operator” or “Bidder” or “Event Management Company or EMC” for Tent City for Eco Retreat 2024 would be required to benchmark facilities, services and products in the proposed first edition of Tent City for Eco Retreat in Netarhat. In other words, DoT expects the agencies to offer facilities, services and products at par with the standard and quality of Tent City for Eco Retreat first edition or better than that.

2. Scope of Work

- i. The Operator(s) shall conceive, develop, operate, maintain, Tent City for Eco Retreat project site (hereinafter referred to as “Tent City for Eco Retreat site” or “Tent City for Eco Retreat site area” or “Tent City for Eco Retreat project site”) as defined in Table 2.
- ii. Operator shall arrange all Swiss Cottage setup, furniture, electrical fixtures and other fixtures required for operation of the facilities. After completion of the Tent City for Eco Retreat Event, Operators shall dismantle and remove all temporary accommodation and other infrastructure for the Tent City for Eco Retreat project site as defined in Table 2.
- iii. Develop concept plan, layout plan, working drawings, 3D walkthrough, Presentation and specifications for Netarhat including approval of DoT. The specifications and design of the Tent City for Tent City for Eco retreat site may be modified as per the local needs and as per the direction of DoT.
- iv. Operator shall set up and manage temporary structures (tented cottages, restaurants, reception area, open air theater etc.) in compliance with minimum development obligation specified as per RFP.

- v. Operator shall comply with quality standards and observe environmental codes, fire and life safety norms, as applicable.
- vi. Operator shall execute water supply, plumbing, sanitation, drainage, interior and exterior furnishing, as necessary and in conformity with DoT.
- vii. Operator shall execute the event maintaining the location's aesthetics, safety and a consistent theme, under approved terms as specified in this RFP.
- viii. Operator shall operate, maintain and manage the tent facility including, front office, kitchen, restaurant, room service, maintenance of toilets, drinking water facility, water supply, electricity supply, cleanliness, garbage disposal, security, up-keeping of the structures, etc. Operator shall depute skilled & trained manpower, as necessary.
- ix. The quality of service shall be at par with any 3 star category hotels.
- x. Operator shall provide necessary power back-up at the site.
- xi. Operator should obtain and comply with all statutory approvals, apply for No Objection Certificates as necessary for the development, operation and maintenance of Tent City for Eco retreat site.
- xii. Operator shall ensure emptying of soak pits on a daily basis or as per requirements for the entire system pertaining to tents and other relevant structures (by mechanical means only). Such disposal, maintenance and cleanliness would be in the scope of work of Operator(s).
- xiii. The sludge tank (preferably Bio-Tank) capacity shall be adequate as per the requirements of Tent City for Eco Retreat site and the machines shall have a standard capacity vacuum pump. The suction machines will be used daily in 2-3 shifts for cleaning drains / soak pits / septic tanks in the Tent City for Eco Retreat site area managed by Operator.
- xiv. Operator(s) shall ensure fire safety and other safety measures in the site(s) as per the prescribed rules and regulations and install adequate fire handling equipment. The Operator(s) shall obtain Fire Safety Certificate from the competent authority and share a copy of the same with the DoT.
- xv. Operator shall deploy CCTV(s) at all important points (compulsory at all entry/exit points, front office, kitchen, restaurant, etc.) of the project site for 24x7 surveillance and ensure strict vigilance and monitoring. Take preventive measures to ensure public safety and site security.
- xvi. To attend to any critical situation, Operator shall provide for an emergency vehicle, doctor facility, an isolation room, rapid testing facilities and also ensure an operational tie up with a hospital in the vicinity of the project site.
- xvii. Operators shall ensure proper first aid / medical facilities to ensure timely support to any person in the Tent City for Eco retreat site.
- xviii. Operator is at liberty to add any other component as deemed fit for promotion with prior approval from the DoT. However, no extra cost shall be borne by DoT for the same.
- xix. Operators shall be responsible for such other responsibilities which are not covered in the above stated scope but found essential for operation of the Tent City for Eco retreat site, without any extra cost to DoT.
- xx. Operators shall try to engage local SHGs and local village people for basic operation and maintenance of the event.
- xxi. Operator shall develop/provide a mobile/web application for all booking with the payment portal of JTDC.
- xxii. Operator(s) shall pay the fees for all required licenses to set up Tent City for Eco Retreat events.
- xxiii. Operator(s) shall provide pick up & drop facility from nearest Airport/ Railway Station/ Bus Stand for guests.

- xxiv. Operator(s) shall deploy a qualified and experienced Fire Safety Officer at site to prevent and to deal with fire hazards or any safety related incidents during the project. Safety officer shall train all relevant staff regularly on general safety protocols, fire safety procedures and handling emergency situations. Videography of the training and periodic mock drills shall be made and submitted to DoT from time to time.
- xxv. The Operator(s) shall be required to set up tents with basic facilities/ amenities (as prescribed in the BoQ) for on site stay of personnel belonging to Departments of Police, Fire, Electricity, etc.
- xxvi. The Operator(s) shall be required to set up tents with dormitories and basic amenities for drivers/ helping staff accompanying the guests as prescribed in the BoQ.
- xxvii. The selected operator shall work in coordination with a previously selected agency responsible for other event management work in Netarhat.

DoT shall provide:

The project site in Tent City for Eco Retreat destination shall be handed over to the preferred bidder on “as is where is” basis (Infrastructure / utilities as available at site)

1. DoT will provide water supply connection and power supply connection at a designated point at each site. Further, extension of such utilities (including fittings and cabling) inside the Tent City for Eco retreat site will be done by Operator(s).
2. Open area marked for parking of private and government vehicles nearest to the entry of each site with.
3. DoT shall assist in providing administrative support in getting approvals from various government departments for electricity, water supply, etc.
4. DoT shall augment promotion of the event through its existing digital and other media assets. The primary responsibility of the promotion and marketing shall be of the DoT.
5. DoT shall approve the concept submitted by the selected operator and overall control and supervision of the event.
6. DoT shall assist in overall safety and security through local police.

Rights of the Operator

1. The Operator shall collect cottages booking revenue through DoT / Jharkhand Tourism Development Corporation (JTDC) payment gateway only.
2. Operators may sublet facilities such as operation of restaurants, and other similar activities in order to meet the requirements as per RFP.
3. Operators will not be allowed to sub-let the activities (which shall be of 3 star category) - Room Service, Housekeeping, Front Office, other similar facilities as prescribed in this RFP.

Minimum Development Obligation

The Operator shall be required to provide the listed minimum infrastructure / minimum development obligation / Bill of Quantity at site as detailed in Annexure – VII

3. Eligibility Conditions

To be eligible for pre-qualification and short-listing for evaluation of Technical and Financial Bid, a bidder shall fulfill the following eligibility conditions:

Bidders must read carefully the minimum conditions of eligibility (the “Conditions of Eligibility”) provided herein. Proposals of only those Bidders who satisfy the Conditions of Eligibility will be considered for evaluation.

General Eligibility Conditions

- I. The bidder should be an entity incorporated / registered under the Companies Act 2013 or a Limited Liability Partnership registered under the LLP Act 2008 or Partnership company Act of 1932. The bidder must submit a proof of Registration of the legal entity (Certificate of Incorporation, GST registration certificate)
- II. Bidders can submit bids for the site, provided they cumulatively satisfy the criteria of this RFP, against the site being applied for.
- III. Bidder shall provide self-declaration stating he has not been blacklisted/ debarment or delisted by State/ Central Government or any other Government body. In case of JV, all concerned agencies should separately submit the attached annexure of self-declaration regarding not being blacklisted/ debarred/ delisted (Annexure attached)

Technical Eligibility Criteria

The Operator should have experience of curating, implementing & managing similar events satisfying following conditions.

Technical Eligibility:

The Operator must have successfully implemented at least 2 similar events organized by any Govt. body (each event not below 30 days) of project cost of minimum INR 5.00 Crore each with at least 50 luxury air-conditioned tented accommodations during the last 5 years, preceding the proposal submission due date.

Note: Documentary proof (Agreement / Work Order / Completion Certificate, etc) must be submitted to substantiate the claims.

Financial Eligibility Criteria

The minimum average annual turnover for last 3 (FY 19-20, 20-21, 21-22) years ending 31 March 2022 of the bidder should be as below:

Table 3: Financial Eligibility: Minimum Average Annual Turnover for last 3 years

Site Location	Minimum Average Annual Turnover for last 3 years (INR Crores)
Netarhat, Latehar	10

Note: Bidders have to submit a CA certified Audited Balance Sheet and Profit and Loss Account.

4. Bid Evaluation Criteria

Only those Bidders who meet the eligibility criteria (Clause 3) shall qualify for evaluation of their Financial Bids. Evaluation of the Financial proposals will be based on the lowest bid amount.

Financial Proposal Evaluation

1. The financial bid of only those bidders who qualify the minimum eligibility conditions will be opened for financial evaluation.
2. The Expected value will be the financial bid parameter to Organize Tent City for Eco Retreat for the site. The format for financial proposal is given in Annexure VI (to be supplemented by Annexure VII).
3. Financial Score (Fs): The lowest quoted financial proposal will be the L1 bidder. The other bidders will get marks in proportion to L1 score.
4. Selection of Bidder: The Bidder with lowest financial bid would be the selected Bidder.

5. Bid Processing Fee

The proposal shall be accompanied with non-refundable bid processing fee in the form of Demand Draft in favor of “Director, Directorate of Tourism, Ranchi” payable at Ranchi. The bid processing fee shall be applicable as prescribed in the Table below:

Table 4: Bid Processing Fee

Site Location	Bid Processing Fee (INR)
Netarhat, latehar	20,000 (including GST)

Note: Bid without the requisite bid processing fee shall be treated as non-responsive and rejected.

6. Earnest Money Deposit (EMD)

The Proposal shall be accompanied with Earnest Money Deposit (EMD) in the form of Demand Draft / Bank Guarantee issued by Scheduled Commercial Bank in favor of “Director, Directorate of Tourism, Ranchi” payable / encashable at Ranchi. The EMD shall be applicable as prescribed in Table 5. Proposals without the requisite EMD shall be treated as non-responsive and rejected. No exemption from submission of EMD is allowed. No adjustment of EMD with respect to other works previously lying in DOT is allowed. Unsuccessful bidder's EMD will be discharged/ returned within 30 days from the date of execution of the agreement between DoT and the preferred bidder. No interest will be paid on EMD. The EMD of the successful bidder shall be returned immediately upon execution of the agreement with DoT. The EMD may be forfeited in the following cases:

1. If a bidder withdraws its bid during the period of validity of the Bid.
2. In case of a successful bidder, if the bidder fails within the specified time limit to sign the agreement.
3. In case of a successful bidder, if the bidder fails within the specified time limit to furnish the required performance security.

Table 5: Earnest Money Deposit

Site Location	Earnest Money Deposit (INR)
Netarhat, Latehar	5,00,000

7. Validity of Bid

Proposal shall remain valid for 30 days from the last date of submission of proposal. A proposal valid for a shorter period shall be rejected as non-responsive.

8. Currencies of Bid and Payment

The prices shall be quoted by the bidder in Indian Rupees only.

9. Disputes

All legal disputes are subject to the jurisdiction of Courts in Ranchi only.

10. Addendum / Corrigendum / Notice

Any Addendum / Corrigendum / Notice etc. for this assignment issued by DOT will be hosted only on the website <https://tourism.jharkhand.gov.in/tender>

11. Acknowledgment by Bidder

It shall be deemed that by submitting the Proposal, the Bidder has:

1. Made a complete and careful examination of the RFP, general condition of contract, submission formalities and evaluation mechanism.

2. Received all relevant information requested from dot.
3. Acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in this invitation document or furnished by or on behalf of dot.
4. Satisfied with all matters, things and information necessary and required for submitting the proposal and performance of all of its obligations there under.
5. Agreed to be bound by the undertaking provided by it under and in terms hereof.

DoT shall not be liable for any omission, mistake or error on the part of the Bidder in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to this invitation document or the selection process, including any error or mistake therein or in any information or data given by the DoT.

12. Right to Reject any or all Proposals

Notwithstanding anything contained in this invitation document, DOT reserves the right to accept or reject any Proposal and to annul this selection Process and reject all proposals, at any time during the bidding process without any liability or any obligation for such acceptance rejection or annulment, and without assigning any reasons thereof.

DOT, also, reserves the right to reject any Proposal if:

1. at any time, a material misrepresentation is made or uncovered, or
2. the Bidder does not submit sufficient information as being asked for

13. Submission of Proposal- Packing, Sealing and Marking

The Eligibility criteria satisfying Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate sealed envelopes, along with the bidder's name and address in the left hand corner of the envelope and super scribed in the following manner.

Part- A: Eligibility Criteria Satisfying Proposal

**Selection of Agency for setup, operation & management of
Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand**

Part-B: Financial Proposal for

**Selection of Agency for setup, operation & management of
Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand**

Both the envelopes i.e. envelope for **Part-A** and Envelope for **Part-B** must be packed in a separate sealed outer cover and clearly super scribed with the following:

Proposal for

“Selection of Agency for setup, operation & management of

Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand

The **Bidder's** Name & address shall be mentioned in the left-hand corner of the outer envelope. The inner and outer envelopes shall be addressed to DoT, Jharkhand at the following address:

Director, Directorate of Tourism

MDI Building, Dhurwa, Ranchi, Jharkhand – 834004 Email:

- dirjharkhandtourism@gmail.com

Ph: 0651-2400493

Note:

If the outer envelope and the financial proposal envelope is not sealed and marked as mentioned above, then DoT will assume no responsibility for the tender's misplacement or premature opening. Telex, cable or facsimile tenders will be rejected.

The opening of the Financial Proposal shall be made after evaluation of technical proposal and as per the scheduled dates which shall be intimated by DoT to the eligible bidders.

14. Documents to accompany the proposal.

PART – A (Eligibility Criteria Satisfying Proposal)

The bidder must submit the following particulars / documents along with the technical proposal failing which the proposal may be treated as non-responsive:

1. Covering Letter and Details of Bidder as per Annexure I and II, respectively
2. Bid Processing Fee. (as mentioned in Table 5)
3. Earnest Money Deposit. (as mentioned in Table 6)
4. The bidder shall submit their Company Registration Certificate, Photocopy of PAN Card, GST Registration.
5. Income Statements for the last three Financial Year duly certified by Chartered Accountant indicating the Annual Turnover for the mentioned years.
6. All the pages of the tender document shall be initiated and sealed by the Bidder.
7. The bidder should submit a self- declaration of non-blacklisting certificate on company letterhead.
8. Proof of work experience of similar nature in the form of Work Orders and Client Certificates issued from the organizations in each such case has to be submitted in the format mentioned in Annexure III.
9. The Bidder failing to submit all the specified documents shall be summarily rejected. Other documents including Annexure IV and V as required in this RFP.
10. In case of Joint Venture, self declaration of Non- Blacklisting to be submitted by both parties.

PART – B (Financial Proposal)

The bidder must submit the Financial Proposal as per format provided in *Annexure VI* along with GST, as applicable. Annexure VII (Bill of Quantity/ Minimum Development Obligation) shall also be submitted as part of the Financial Proposal.

15. Amendment/ Modification

At any time prior to the deadline for submission of Proposal, the DoT may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify any of the terms mentioned in this invitation document by the issuance of Addendum / Amendment. All such amendments / addendum will be circulated to the bidders and will be binding on all. In order to abide by the issuance of the amendment or allow the bidder for giving a reasonable time for considering an amendment into their proposal, or for any other reason, the DOT may, in its sole discretion, extend the Proposal Due Date.

16. Language

The Proposal and all communications in relation to or concerning the selection process shall be in English language and strictly on the formats provided in this invitation document.

17. Bid Submission

Duly sealed proposals from the bidder filled in all respects must reach DoT at the address, time and date specified in the RFP through Speed / Regd. Post / courier / hand delivery.

Director
Directorate of Tourism MDI
Building, Dhurwa, Ranchi–
834004

18. Payment Schedule

All payments will be made at the end of event.

19. Late Submission

Proposals received after the deadline for submission prescribed by DoT will not be entertained and be rejected.

20. Consortium

For Netarhat: Bidders are allowed to form consortium for participating in the bid

1. A Consortium can be formed only by the similar nature of companies. The number of members in a consortium can be a maximum of 2 (two) including the Lead Member.
2. The Proposal should contain all and every information required for each member of the Consortium.
3. The parties to a Consortium shall be required to form a Special Purpose Company (the “SPC”), incorporated under the Indian Companies Act, 2013, in due course. The SPC shall sign the Agreement with the DoT.
4. The Members of the Consortium shall nominate one member as the “Lead Member” who shall be the point of contact throughout the Bidding Process.
5. The Lead Member shall have an equity share of at least 51% (fifty-one percent) in the SPC from the date of signing the Agreement. The nomination(s) shall be supported by a Power of Attorney signed by all the other members of the Consortium.
6. The Bidder should include a brief description of the roles and responsibilities of individual consortium members with reference to the requirements under this RFP.
7. A member of a Consortium cannot be a member of any other Consortium bidding for the same site. Members of the Consortium shall enter into a binding Agreement (the “Joint Bidding Agreement”) for the purpose of submitting the Bid. A copy of the Joint Bidding Agreement should be submitted along with the Proposal.

21. Modifications and Withdrawal of Proposals

No modifications to the Proposals shall be allowed once it is received by DoT, Jharkhand.

22. Performance Security and Agreement

DoT shall issue a Letter of Award (LoA), along with the Draft Contract Agreement, to the selected operator post completion of the evaluation process. Within 15 days of issuance of such LoA, the selected operator would be required to submit Performance Security in the form of an irrevocable and unconditional Bank Guarantee from a Scheduled Commercial Bank.

The preferred bidder has to submit Performance Security of 20% of total project cost. The Bank Guarantee shall be drawn in favor of „Director Tourism“ and enter into the Agreement with DoT and start the work on an immediate basis. The performance security shall be retained till the completion of the Tent City for Eco Retreat event. The performance security shall be forfeited at the sole discretion of DoT towards any liquidated damages that may be payable by the selected operator, under the Terms of the Agreement.

23. Penalty Clause

- a) If the event in its entirety is not to the satisfaction of the Government of Jharkhand, a penalty of upto 30% on the gross billing may be imposed and this penalty will be decided by the DoT.
- b) There should be no statutory/legal proceedings pending against the Agency. However, any statutory/legal proceedings are initiated against the agencies during the course of the event, the Directorate of Tourism reserves the right to take necessary suitable actions.

Annexure-I COVER LETTER

(On the Letterhead of the bidder)

To,

Date: _____

**Director
Directorate of Tourism MDI
Building, Dhurwa, Ranchi–
834004**

Ref: Request for Proposal (RFP) for Selection of Agency for setup, operation & management of Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand

Sub: Selection of Agency for setup, operation & management of Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand

1. With reference to your RFP document_ , dated_ , I, having examined the RFP Documents and understood their contents, hereby submit my / our proposal for the subject RFP. The Proposal is unconditional and unqualified.
2. I acknowledge that the Authority will be relying on the information provided in the Proposal and the documents accompanying the proposal for selection of the Operator, and we certify that all information provided in the proposal and its Annexures along with the supporting documents are true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the proposal are true copies of their respective originals.
3. This statement is made for the express purpose of our selection as Operator for the design and execution of the aforesaid Tent City for Eco Retreat Event.
4. I shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Proposal.
5. I acknowledge the right of the Authority to reject our Proposal 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.
6. I certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
7. I declare that:
 - (a) I have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and
 - (b) I have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any Agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and
 - (c) I hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice; and
 - (d) the undertakings given by us along with the Proposal in response to the subject RFP and information mentioned for the evaluation of the bid capacity were true and correct as on the date of making the Proposal and are also true and correct as on the Proposal Due Date and I shall continue to abide by them.

8. I understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any BID that you may receive nor to invite the Bidders to BID for the Project, without incurring any liability to the Bidders, in accordance with the RFP document.
9. I certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Tent City for Eco Retreat Event or which relates to a grave offense that outrages the moral sense of the community.
10. I undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
11. I further acknowledge and agree that in the event such change in control occurs after signing of the Agreement up to its validity, it would, notwithstanding anything to the contrary contained in the Agreement, be deemed a breach thereof, and the Agreement shall be liable to be terminated without the Authority being liable to us in any manner whatsoever.
12. I hereby irrevocably waive any right or remedy which we may have at any stage at law or however otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the subject RFP and the terms and implementation thereof.
13. In the event of my / our being declared as the Selected Bidder, I / we agree to enter into an Agreement in accordance with the draft that has been provided to me / us by the Authority. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
14. I have studied all the Bidding Documents carefully and also surveyed the site(s). We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or relating to the Bidding Process including the award of Agreement.
15. I offer an EMD of Rs. _____/- (Rupees _____ Only) to the Authority in accordance with the RFP Document for Netarhat.
16. The documents accompanying the Technical Proposal, as specified in the RFP, have been submitted in separate files.
17. I agree and understand that the Proposal is subject to the provisions of the Bidding Documents. In no case, I shall have any claim or right of whatsoever nature if the Tent City for Eco Retreat Event is not awarded to me or our Proposal is not opened or rejected.
18. The Financial Proposal has been quoted by me after taking into consideration all the terms and conditions stated in the RFP, draft Agreement, our own estimates of costs and after a careful assessment of the site and all the conditions that may affect the implementation cost .
19. I agree and undertake to abide by all the terms and conditions of the RFP document.
20. I shall keep this offer valid for 30 (Thirty) days from the Proposal Due Date specified in the RFP.
21. I hereby certify that we have not changed any quantity as mentioned in the BoQ and confirmed that if any discrepancy arrives at any time, the decision of the Authority will be considered as final.

22. I hereby Submit Financial Proposal for undertaking the aforesaid Tent City for Eco retreat Event in accordance with the bidding documents and the agreement.

In witness thereof, I submit this Proposal under and in accordance with the terms of the RFP document. Yours faithfully,

Date:

(Signature, name and designation

Place:

of the Authorized signatory)

Name & seal of Bidder

Annexure-II Details of Bidder / Operator Agency/ Bidder Details
(On the Letter Head of the Bidder)

- A. Name of the contact Person :
- B. Designation:
- C. Address:
- D. Mobile Number & Telephone Number :
- E. E-mail Address :
- F. Registration Number of the Company / Firm:
- G. If the Bidder has a registered office in India (Yes / No):
- H. Full address of Registered Office in India:
- I. Phone Number of Registered Office in India:
- J. Mobile Number of the contact person at Registered Office in India:
- K. GST Registration number:
- L. Average Annual Turnover:

Name of the Bidder:

Duly signed by the Authorised Signatory of the Bidder
(Name, Title and Address of the Authorised Signatory)

Annexure- III Format for Project of Similar Nature

Sl.	Parameters (Project 1)	Remarks
1	Project Title	
2	Project Description	
3	Location	
4	Name of Client	
5	Total value of work order (In Indian Rupees), as applicable	
6	No. of manpower supplied	
7	Period of Services rendered by the Bidder (Start date and End date)	
8	Scope of Service	
9	Other Information relating to Project	
10	Nature and details of experience in similar field (Please attach relevant documentary evidence)	
11	Copy of the work order, completion certificate to be submitted	

Sl.	Parameters (Project 2)	Remarks
1	Project Title	
2	Project Description	
3	Location	
4	Name of Client	
5	Total value of work order (In Indian Rupees), as applicable	
6	No. of manpower supplied	
7	Period of Services rendered by the Bidder (Start date and End date)	
8	Scope of Service	
9	Other Information relating to Project	
10	Nature and details of experience in similar field (Please attach relevant documentary evidence)	
11	Copy of the work order, completion certificate to be submitted	

Duly signed by the Authorised Signatory of the Bidder

(Name, Title and Address of the Authorised Signatory)

Annexure- IV Power of Attorney

Know all men by these presents, We..... (Name of the firm and address of the Registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr. / Ms (name),.....son / daughter / wife of.....and presently residing at....., who is (presently employed with us and holding the position of , as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Bid for the “**Selection of Agency for setup, operation & management of Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand** (Project) proposed to be developed by the Department of Tourism including but not limited to signing and submission of all Bids / Proposals, bids and other documents and writings, participate in pre-bids / pre- proposal and other conferences and providing information / responses to DOT, presenting us in all matters before DOT, signing and execution of all contracts including the Event Management Agreement and undertakings, consequent to acceptance of our bid, and generally dealing with DoT in all matters in connection with or relating to or arising out of our bid, for the said Project and / or upon award thereof, to us and / or till the execution of the Event Management Agreement with DoT.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us and shall be binding on us.

IN WITNESS WHEREOF WE, _____, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ____ DAY OF __, 20_____

For

.....

Accepted

_____ (signature) (Name,

Title and Address) of the Attorney *Note:*

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
- *Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders’ resolution / power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*

Annexure V Financial Capability of Bidder

Name of the Bidder: _____

Sl.	Particulars	FY 2019-20	FY 2020-21	FY 2021-22
1.	Turnover			
2.	Average Annual Turnover for last 3 years			

Note:

1. Attach certified copies of Annual Audited Balance Sheets and IT Returns Certificate for the past 3 years.
2. The above data must be submitted by Bidder, duly certified by Statutory Auditor such as Chartered Accountant.

Signed

Signature of CA / Statutory Auditors

(Name of the Authorized Signatory) (with seal & registration no.)

Place:

Date

Annexure VI FINANCIAL PROPOSAL

**To,
Director
Directorate of Tourism
MDI Building, Dhurwa, Ranchi-834004**

Ref: “RFP for Selection of Agency for setup, operation & management of Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand

We, the undersigned, offer to provide the services of the for setup, operation & management Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand for setup, operation & management Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand in accordance with the subject RFP at Netarhat in accordance with your Request for Proposal dated and our Financial Proposal as per details mentioned below:

Sites (Bidders quote)	Amount (INR)
Netarhat , Latehar	

Note: GST shall be added separately, as applicable.

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid in accordance with the proposal validity mentioned in the subject RFP from the last date of submission of proposal.

The amount quoted above by <name of the Operator> shall remain firm till the completion of the event. No increase in the amount, for whatsoever reasons, shall be entertained.

The Financial Proposal is without any condition.

Yours faithfully,
For and on behalf of (Name of Bidder)

Duly signed by the Authorized Signatory of the Bidder
(Name, Title and Address of the Authorized Signatory)

Annexure VII -Bill of Quantity / Minimum Development Obligation**1. Minimum Development Obligation for Site: Netarhat, Latehar**

S. No.	Description	Unit	Qty.	Rate (INR)	Amount (INR)
A.	PROMOTIONAL ACTIVITIES				
1	Development and maintenance of booking portal	Job	1		
2	Creation and Maintenance of a microsite	Job	1		
B.	50 Super Luxury Ecological Tents EPBAX Setting in All Tents & other Structures O&M of the tents including room service, housekeeping, sanitation, consumables, change of linen etc. Ambience as per presentation, theme elements				
3	Tented Accommodation: Durbari Suite Luxury Swiss Cottage Tents (accommodation for 30 days) - to be built over a wooden platform of at least 1 ft height. Luxurious Cottage tents (temporary structure) with plywood flooring furnished with majestic interiors and spectacular exteriors, air-conditioning, carpeting, running hot/normal water, 24- hour power supply, pedestal fan and all furnishing. All tents shall be of size (1600 sqft) with two bedrooms with all furniture, one lounge area with sofa set, one dining arrangement with all furniture, tea / coffee maker, dressing room, attached bathrooms (two WC toilet), pedestal fan, AC & heater, flat screen TV (32 inches)(two), non- alcoholic mini bar(two), luxury toiletries, front seating area, fire alarm and good quality of curtains (including shower curtain in bathroom).	No.	1		
4	Tented Accommodation: Rajwadi Suite Luxury Swiss Cottage Tents (accommodation for 30 days) - to be built over a wooden platform of at least 1 ft height. Luxurious Cottage tents (temporary structure) with plywood flooring furnished with majestic interiors and spectacular exteriors, air-conditioning, carpeting, running hot/normal water, 24- hour power supply, pedestal fan and all furnishing. All tents shall be of size (1000 sqft) with two bedrooms with all furniture, one lounge area with sofa set, one dining arrangement with all furniture, tea / coffee maker, dressing room, attached bathrooms (two WC toilet), pedestal fan, AC & heater, flat screen TV (32 inches), non- alcoholic mini bar, luxury toiletries, front seating area, fire alarm and good quality of curtains (including shower curtain in bathroom).	No.	2		

5	Tented Accommodation: Premium Suite Swiss Cottage Tents (with tropical appearance of tent) (confirming to facility of a 3-star accommodation for 30 days) - to be built over a wooden platform of at least 1 ft height. Tents shall be of temporary structure with all furniture, air-condition, carpeting, running hot/normal water, 24-hour power supply, pedestal fan and all furnishing (confirming to facility of a 3-star accommodation) All tents shall be of size (550 sqft) including bedroom (double bed), attached bathroom (WC toilet), tea / coffee maker, toiletries, cozy sitting area and spacious front porch.	No.	10		
6	Tented Accommodation: Deluxe Suite Swiss Cottage Tents (temporary structure) with air-condition, carpeting, furniture, hot running water, 24-hour power supply, pedestal fan, etc. (confirming to facility of a 3-star accommodation for 30 days) - to be built over a wooden platform of atleast 1 ft height. All tents shall be of size (380 sqft) including bedroom (twin bed), attached bathroom (WC toilet), toiletries and spacious front porch.	No.	37		
7	Housekeeping Staff: O&M of the tents including room service, house keeping , sanitation, consumables, change of linen etc for 30 days	Job	1		
8	Conceptualising & Developing an overall venue for the tents, including reception, lounges, club, spa, etc along with complete end to end operations and management, including F&B, internal & external logistics, hospitality, etc	Job.	1.00		
9	Thematical Development on Site with Bamboo & other Décor Installations with Entry Gate, Directional Signages, Hoardings, Décor Elements 1. Entry Gate / Thematic craft with eco-friendly material: The height of welcome arches shall be minimum 4m to 5m providing Bamboo/MS steel structure with 10 to 12 mm plywood wherever required with necessary framings and bracing. Gate shall be supported on required foundations embedded to be designed by a competent structural designer or as approved by a professional advisor. 2. Thematic pathway for entry (10x10m)	Job.	1		
10	Cost of Venue, Land preparation	Lumpsum	1		
11	Wire mesh fencing providing & fixing	RM	2000		
12	Management Team and Required Manpower - Site Manager, Crew, Hostess, Front Desk, Guest Guide, Artist Manager, Supervisor, Electrician, Plumber, Production Manager, Helper (For 30 Days)	Nos	250		
13	1. Water supply 2. Drinking water supply & other necessary facilities	Job	1		
14	Plumbing, sanitation, drainage, interior and exterior furnishing of site	Job.	1		

15	Electricals and generators, 1.Cabbling behind tents: laying of 4 core 150mm main cabling behind the tents. Putting up distribution boards and extensive cabling to be laid underground, Fire alarm putting up fire alarm switch in each room & structure with hooters and main panel in reception 2. Silent Generators 125 KVA- 2No. 3. Other Electrical Works 4. Lighting systems for all locations	Job	1		
18	Periodic Pest Control by authorised person (6 times in a month)	Job	1		
19	Bio Toilet at various locations, (Mobile Toilets)	No.	30		
20	Garbage disposal on daily basis	Job	1		
21	Necessary Licenses for Netarhat Event	Job	1		
22	Fire brigade/fire extinguishing system	Job	1		
23	CCTV Setup with monitoring room with backup (min 30 Nos.)	Job	1		
24	First aid /Medical facilities	Lumpsu m	2		
25	Cost of Transportation (10 SUV & open safari vehicles -5 no.)	Job	1		
26	Delegates (including travel, lodging, boarding, local Assistance, excursion)	Lumpsu m	1		
27	Information counter at multiple locations	Lumpsu m	1		
28	Signage and flags for site at appropriate locations	LS	1		
29	On Site Registration Management & Systems, Business center with 5 desktops, one photocopier cum scanner cum printer with internet access (5m x 5m)	No.	1		
30	Security Guards Male	No.	12		
31	Security Guards Female	No.	8		
32	Parking Attendant (@ 850rs Per Day)	No.	4		
33	Wheelchair facilities	No.	5		
34	Wall Branding (Jharkhand tourism/ Jharkhand culture/information)	Sq.ft	1		
35	1. Flower setup, Bouquet and Balloon release on Inauguration Day 2. Horticulture (Plants & flowers) 3. Wall Branding (Jharkhand tourism/ Jharkhand culture/information)	LS	1		
36	Food	Job	1		
C.	AC RESTAURANT AND BAR				

38	<p>Air Conditioned Restaurant & Bar with facade as per instruction of DoT with attached toilets (M & F): P/E braced and tied Aluminum Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star restaurant with extra hand wash basin. Providing 150 to 300 mm raised platform with 19 mm thick fire retardant Plywood / block boards supported by wooden logs and covered with good quality of synthetic carpet. The agency also needs to install 8 ft x 12 ft Screen inside the restaurant area. Front facade with minimum 6 mm ply fixed on wooden / steel frame work and painting etc. complete. The scope shall cover to provide general lighting, fans, AC. The lights should be enough upto the satisfaction of DoT and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be maintained between 23 to 26 degree Celsius equally distributed. Agency need to cover internal walls with using theme decorative flex with frame of height 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence / certificates are to be provided. All wiring should be in rigid PVC conduit protected with voltage stabilizer & dedicated earthing.</p> <p>The structure should be ready before five days of the start of the event. Size- 20 Mtr x 20 Mtr = 400 sq meter</p> <p>Min Pax = 50</p> <p>Temporary Bar License for operation will be provided by DoT</p>	No.	1		
D.	AC RECEPTION				

39	<p>Air Conditioned Reception with facade as per instruction of DoT with attached toilets (M & F) : P/E braced and tied Aluminum Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star hotel lobby. Partitions shall be made in prefabricated aluminum sections (height up to 3metre) with laminated panels with arrangements for doors, glass windows for reception area with waiting lounge and providing necessary tables, sofa, chairs, dustbins, theme, pantry and drinking water facilities, providing Porch with carpet and wooden platform and work station is a part of scope of work. Providing 150 to 300 mm raised platform with 19 mm thick Fire retardant Plywood/block boards supported by wooden logs and covered with good quality of synthetic carpet. Front facade with minimum 6 mm ply fixed on wooden/steel frame work and painting etc. complete. The scope shall cover to provide general lighting, fans, AC, 6ft x 8 ft LED screen. Necessary minimum 20 nos. electrical points (5/15A plug points), wall fan/ ceiling fan/ pedestal fan/ exhaust fan as per requirement, General lighting (using Tubelights / PAR lights / Metal / Halogen / CFL / LED lights, etc.) for inside Hanger. The lights should be enough upto the satisfaction of JTDC and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be maintained between 23 to 26 degree Celsius equally distributed. Agency need to cover internal walls with using theme decorative flex with frame of ht. 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence/certificates are to be provided. All wiring should be in rigid PVC conduit protected with ELCB & voltage stabilizer & dedicated earthing.</p>	1	LS		
	The structure should be ready five days of the start of the event.				
	Size - 20 Mtr x 15 Mtr = 300 Sqm				
40	Kitchen to supply to the cafeteria for restaurants. Size: 250 sq.m	No.	1		
41	Fire Extinguishers 10 KG (CO2 & ABC) - 20 No. Fire Extinguishers 5 KG (CO2 & ABC)- 30 No.	Job	1		
43	Operation and Management of the Restaurant, Bar & Kitchen including HR should be done by qualified persons who have handled work of similar nature, earlier. The qualified manpower should be fluent in speaking English as well as Hindi or any other regional language.	LS	1		
Total Amount					
Add GST 18%					
Total Amount with GST					

Note:

1. “LS” in this annexure means Lumpsum Amount for that particular item.
2. All construction must be temporary in nature without any concrete structure.
3. All necessary support infrastructure including, but not limited to, drinking water facilities, sewage collection arrangements, electrical cabling inside Tent City for Eco retreat site area will be arranged by Operator. DoT will provide necessary support in way of obtaining necessary permissions from the concerned government departments, as required.
4. No sewage wastage to be disposed off in the nearby area. Necessary arrangements must be made to collect sewage and dispose off at designated locations.
5. Operators must arrange sufficient capacity of diesel generators or alternate sources of power generation in case of failure of electricity.
6. General facilities for all the three types of tents:
 - A double fly ridge tent made from cotton canvas waterproof 450 GSM per square meter.
 - Sturdy metal poles (socketed) for compact packing. Accessories shall include iron pegs, pins, hammer and ropes or any material of higher quality The quality of design, workmanship and service shall be good and consistent with international standards.
 - Defective, cracked or torn materials shall not be used
 - All tents shall be firmly grounded and stable against wind force and dead loads, taking into account the surrounding environment. Tents shall be designed and maintained considering adverse weather conditions.
 - Joinery and supports should be properly engineered with a good finish Water flow and pressure should be uniform in toilets of each tent
 - All tents shall have good quality furniture, fixtures and fittings.
 - Fire safety system (fire sprinklers / extinguishers / alarms) shall be installed, as per the standards All the furniture should be firm, comfortable, traditional and meeting the functional requirements.
 - Operation and management of tents shall include room service, sanitation, consumables, change of linen, etc.
 - Operator(s) shall provide details of infrastructures, facilities and services to be offered for site . The implementation part shall be subject to DoT’s approval.

Annexure – VIII Self Declaration For Non Blacklisting

(On the Letter Head of the Bidder)

I/We Partner(s)/ Director(s) of M/s

Hereby certified that, I/we

M/s.....hereby certify that, I/we
M/shave not blacklisted or
debarred or delisted by any Ministry/ Departments of Central/ State Government, International bodies like United Nations, World Bank or any other organisation/ Funding Agencies as on date. I/WE also declare that no criminal proceedings are pending against us by any Central / Stage Government department / enterprise / corporation in any courts in India.

In case the above information is found false I/We are fully aware that the tender/ contract will be rejected / canceled by DoT, Govt. of Jharkhand and EMD/PBG shall be forfeited. In addition to the above DoT, Jharkhand will not be responsible to pay the bills for any completed / partially completed work.

**Duly signed by the Authorised Signatory of the Bidder
(Name, Title and Address of the Authorised Signatory)**

Annexure – IX UNDERTAKING

(On the Letter Head of the Bidder)

Date:

To,
Director
Directorate of Tourism
MDI Building, Dhurwa, Ranchi–834004

Ref: “RFP for Selection of Agency for setup, operation & management of Tent City for Eco Retreat- 2024 at Netarhat location in Jharkhand

Dear Sir,

We have examined in detail and have understood the terms and conditions stipulated in the RFP issued by DoT. Our Proposal is consistent with all requirements of submission as stated in the RFP or in any of the subsequent communication issued by the DoT. We would be solely responsible for any errors or omissions in our Proposal.

We hereby declare that we have read and understood the terms and conditions of this RFP and examined and understood and satisfied ourselves regarding the content of the various agreements, declarations and deeds to be executed and do hereby undertake to execute them when called upon to do so, and commit in unequivocal terms, in letter and spirit, that the project shall be implemented as per the comprehensive stipulations and requirements that have been spelt out by the DoT, in this RFP and Bidding Documents including adherence to the areas / capacities / specifications / regulations as have been detailed by the DoT in this regard.

We also commit to abide by the decision of DoT on all matters relating to the implementation of the Project and thereafter, the operation and management of the Project.

Yours Faithfully

Duly signed by the Authorised Signatory of the Bidder
(Name, Title and Address of the Authorised Signatory)