



GOVERNMENT OF BIHAR

Bihar Eco Tourism Development Society (BETDS)

REQUEST FOR PROPOSAL (RFP)

FOR SELECTION OF AN AGENCY FOR SETTING UP OF

"PROGRAM MANAGEMENT UNIT (PMU)"

FOR BIHAR ECO TOURISM DEVELOPMENT SOCIETY (BETDS)

RFP No.:4 e-proc/ BETDS / PMU/RFP/ 2026- 27

Issued by

Bihar Ecotourism Development Society

Department of Environment, Forest and Climate Change

Government of Bihar,

Aranya Bhawan,

2nd Floor, Saheed Peer Ali Khan Marg, Patna- 800014, Bihar. Mobile: +91 8986153336

Patna

Website: <https://state.bihar.gov.in/forest>.

Email : biharecotourismsociety@gmail.com

July 2026

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Tender No.: RFP No.:4 e-proc/ BETDS / PMU/RFP/ 2026- 27			Date: 25/07/2026	
1.	Bihar Eco Tourism Development Society, Government of Bihar (Authority) invites this RFP proposals from eligible and experienced agencies for Selection of an Agency for setting up of "Program Management Unit (PMU) in the Bihar Eco Tourism Development Society (BETDS) in the State of Bihar			
Particulars		Bid processing Fees inclusive of GST (Non-refundable)	Bid Document Cost (Non-refundable)	Bid Security (EMD)
RFP for setting up of "Program Management Unit (PMU) in the Bihar Eco Tourism Development Society (BETDS) in the State of Bihar		Rs. 11800 (As applicable as per e-PROC Bid Processing Fee Structure)	INR 10,000/- (INR Ten Thousand only)	INR 10,00,000/- (INR Ten Lakh only)
2.	Date of downloading of bid document	:	From 27.07.2026 to 17.08.2026 up to 05.00 PM	
3.	Place & Date of Pre-bid meeting (both online and in person attendance permitted)	:	31 st July 2026, 2:30 PM 4th Floor, Aranya Bhawan, Saheed Peer Ali Khan Marg, Patna-800014, Bihar. Hybrid mode- Online link will be shared a day before the interested agency seeking the link via email. (Need to send request on the specified email before 29 th July.)	
4.	Last date and time for receipt of bids on eproc2.	:	Date 17.08.2026 Time 5:00 PM	
5.	Time and Date of opening of technical bids	:	Date -18.08.2026 Time 11:00 AM, through website: www.eproc2.bihar.gov.in	
6.	Time and Date of technical presentation	:	To be Communicated later on.	
7.	Bid Submission	:	Through website: www.eproc2.bihar.gov.in	
8.	Period of bids validity	:	180 days	
9.	Officer inviting bids	:	Project Director, Bihar Eco Tourism Development Society, 2nd Floor, Aranya Bhawan, Saheed Peer Ali Khan Marg, Patna-800014, Bihar.	
10.	For participating in the e-tendering process, the bidder shall have to get themselves registered to obtain a User ID, Password and Digital Signature. This will enable them to access the website www.eproc2.bihar.gov.in and download/participate in the e-tender.			
11.	All tender-related queries shall be communicated at biharecotourismsociety@gmail.com			
12.	(i) Bid processing fees/ Bid document cost to be paid through online mode i.e., Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/RTGS. (ii) Bids along with necessary online payments must be submitted through e-procurement portal www.eproc2.bihar.gov.in before the date & time specified in the NIT. The department does not take any responsibility for the delay/non availability of internet connection, Network Traffic/Holidays or any other reasons.			
13.	The detailed eligibility criteria can be seen in the tender document. The tender documents can be obtained through website www.eproc2.bihar.gov.in .			
14.	Bid security should be paid through online mode i.e. Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/RTGS .			
15.	The bidders are requested to check their file size of uploaded documents at the time of submission & they should ensure that work file is uploaded. If they feel that the complete file is not uploaded, then they should click on cancel & update the same before submission. The bidders should satisfy themselves of downloadability/visibility of the scanned & uploaded file by them.			
16.	File size should be less than 5 MB and should be in PDF or JPEG formats.			
17.	No claim shall be entertained on account of disruption of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last hour's technical snags.			
18.	Bids that are rejected during the bid opening process shall not be considered for further evaluation, irrespective of the circumstances.			
19.	The bidders shall submit their eligibility and qualification details, technical bid, financial bid etc., in the online standard formats given for respective tenders in e-Procurement website (www.eproc2.bihar.gov.in) at the respective stage only. The bidders shall upload the legible scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria/ technical bids and other certificates/documents in the e-Procurement website. The bidder shall sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.			
20.	All the information/ corrigendum/addendum related to the project shall be published on the website www.eproc2.bihar.gov.in . The Authority shall have the right to reject the bid partially or fully without assigning any reason whatsoever. It may be viewed in the department website.			
21.	For any information, Project Director, Bihar Eco Tourism Development Society Bihar, Aranya Bhawan, 2nd Floor, Peer Ali Marg, Patna- 800014 , biharecotourismsociety@gmail.com and Mob.- 8986153336 can be contacted.			
22.	For clarification regarding the e-tendering process , please contact the e-procurement Helpdesk at the following address: Mjunction Services Limited, R.J. Complex, 2nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. – Shastri Nagar, Patna – 800014, Bihar. Working Hours: 8:00 AM to 7:00 PM (All days in a week except Sunday and a few selected State holidays) Mobile: 7605056831 / 7605056830			

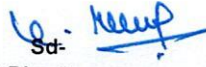

 Sd/-
 Project Director,
 Bihar Eco Tourism Development Society
 Project Director,
 Bihar Eco Tourism Development Society, Patna

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SECTION 1: DISCLAIMER

The information contained in this Request for Proposal document (the "RFP") or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Authority (BETDS) or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is neither an agreement nor an offer by the Authority, but an invitation to eligible and qualified Bidders to submit technical and financial proposals for empanelment of Architect Consultants. Each Bidder shall conduct its own investigations and analysis and shall check the accuracy, adequacy, correctness, reliability and completeness of the information contained in this RFP and obtain independent advice wherever required.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The Authority, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this Bid Stage.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder or service provider, as the case may be, for the Project and the Authority reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the authority, or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

Glossary

Abbreviation/ Terms	Details
Authorized Signatory	The bidder's representative / officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective Bidding firm.
Bid	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal or quotation in electronic format
Bid Security/ Earnest Money Deposit (EMD)	A security provided to the procuring entity by a bidder for securing the fulfilment of any obligation in terms of the provisions of the bidding documents.
Bidder	Any person/ firm/ agency/ company/ contractor/ vendor participating in the bidding process with the procurement entity

Bidding Document	Documents issued by the procuring entity, including this RFP and any amendments/addenda thereto, that set out the terms and conditions of the procurement and include the invitation to submit proposals.
RFP Cost/ Tender Fee	Cost of RFP document, non-refundable in nature.
Competent Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement. Project Director, Bihar Eco Tourism Development Society (BETDS) in this bidding document.
Contract	“Contract” means a legally enforceable agreement entered into between the Procuring entity and the selected bidder(s) with mutual obligations.
Committee	Committee constituted by Department of Environment, Forest and Climate Change for evaluation of Technical Proposals
BETDS	Bihar Eco Tourism Development Society (BETDS)/Authority
LD	Liquidated Damages
Lol	Letter of Intent
Notification	A notification published in the Official Gazette
PAN	Permanent Account Number
Procurement Process	The process of procurement extending from the issue of invitation to Bid till the award of the procurement contract or cancellation of the procurement process, as the case may be
Project Period	The project duration as per the RFP and the contract agreement
Purchaser/ Tendering Authority/ Procuring Entity	Person or entity that is a recipient of a good or service provided by a seller (bidder) under a purchase order or contract of sale, also called buyer. Bihar Eco Tourism Development Society (BETDS) in this BID document.
Services	Any subject matter of procurement other than goods or works and includes physical, maintenance, professional, intellectual, consultancy and advisory services or any service classified or declared as such by a procuring entity
PPR	Preliminary Project Report.
State Government	Government of Bihar (GoB)
GST	Goods and Service Tax
WO/ PO	Work Order/ Purchase Order
Selected Agency/ Selected Bidder/ Service Provider	Agency selected for award of project
DPR	Detailed Project Report
DoEFCC	Department of Environment, Forestry & Climate Change
INR	Indian National Rupee



SECTION 2: NOTICE INVITING TENDER (NIT)

(Issued under Bihar Financial Rules, 1950, as amended by Bihar Financial (Amendment) Rules, 2024, and Bihar Transparency in Public Procurement Act, 2012)

Bihar Eco Tourism Development Society (BETDS), constituted by the Government of Bihar, invites Online Bids through Quality and Cost Based Selection (QCBS) for Selection of Consulting Firm for Setting up of Program Management Unit (PMU) at Bihar Eco Tourism Development Society (BETDS).

Sl.	INFORMATION	DETAILS
1	Name of Assignment	Selection of an Agency for Setting up of "Program Management Unit (PMU)" for BETDS
2	RFP Reference Number	RFP No.:4 e-proc/ BETDS / PMU / RFP / 2026- 27
3	Procurement Authority	Bihar Eco Tourism Development Society (BETDS), Government of Bihar
4	Governing Rules	Bihar Financial Rules, 1950 (as amended 2024) Bihar Transparency in Public Procurement Act, 2012
5	Method of Selection	Quality and Cost Based Selection (QCBS) - 70:30
6	Online Sale/Download of Tender Documents	Downloadable from www.eproc2.bihar.gov.in from date of publication
7	RFP Document Fee (Non-Refundable) & tender processing fee	Rs. 10,000/- (Rupees Ten Thousand Only) and tender processing fee of 11800/- Rupees Eleven thousand Eight Hundred only Only) via e-Payment (NEFT/RTGS/Credit/Debit Card/Net Banking)
8	Earnest Money Deposit (EMD) - Refundable	Rs. 10,00,000/- (Rupees Ten Lakh Only) via e-Payment (NEFT/RTGS/Credit/Debit Card/Net Banking)
9	Date of Issue	From date of publication on e-Procurement portal 27.07.2026
10	Last Date for Pre-Bid Queries (by e-mail)	31.07.2026: - 5.00PM
11	Pre-Bid Meeting - Date, Time & Venue	31st July 2026, 2:30 PM 4th Floor, Aranya Bhawan, Saheed Peer Ali Khan Marg, Patna-800014, Bihar. Hybrid mode- Online link will be shared a day before the interested agency seeking the link via email. (Need to send request on the specified email before 29th July.)
12	Last Date & Time for e-Bid Submission	17.8.2026 up to 5.00 PM (IST)
13	Date & Time for Opening of Technical Bids	18.8.2026 up to 11.00 AM (IST)
14	Date & Time for Technical Presentation	To be communicated separately
15	Financial Bid Opening Date & Time	To be decided. Post Technical Evaluation, as per decision of competent authority on e-Procurement portal
16	Bid Proposal Validity Period	180 days from last date of bid submission

17	Agreement / Contract Period	02 years from signing of contract; extendable on mutual agreement up to 2-year; one year at a time
18	Bidding in Consortium / JV	Not Allowed
19	Contact Person / Nodal Officer	Project Director, BETDS Email: biharecotourismsociety@gmail.com Mobile: +91 8986153336

All corrigenda/addenda/amendments shall be published exclusively on the e-Procurement portal (www.eproc2.bihar.gov.in) and shall form an integral part of this RFP.

Project Director, Bihar Eco Tourism Development Society (BETDS)
Aranya Bhawan, 2nd Floor, Saheed Peer Ali Khan Marg, Patna - 800014, Bihar.


Project Director,
Bihar Eco Tourism Development Society, Patna

SECTION 3: BACKGROUND OF BETDS

The Bihar Eco Tourism Development Society (BETDS) has been constituted by the Government of Bihar as a dedicated institutional mechanism for promotion, development, management and facilitation of eco-tourism, nature-based tourism and sustainable tourism initiatives across the State.

Bihar possesses significant potential for eco-tourism development owing to its rich biodiversity, forest landscapes, wildlife habitats, wetlands, river systems, hills, waterfalls and culturally significant natural destinations. The State also offers substantial opportunities for development of community-based tourism, wildlife tourism, wellness tourism, adventure tourism and experiential tourism aligned with principles of environmental sustainability and conservation.

BETDS has been established with the objective of promoting conservation-led and environmentally responsible tourism development while enhancing visitor experience, generating local livelihoods and strengthening tourism infrastructure within the State. The Society is engaged in planning, development, operation and management of eco-tourism infrastructure and visitor facilities including eco-lodges, jungle lodges, nature camps, interpretation centres, wellness retreats, visitor amenities and other sustainable tourism assets in and around forest areas, wildlife habitats and natural landscapes.

The Society also facilitates and promotes nature-based, wildlife and adventure tourism activities including safaris, trekking, hiking, camping, bird watching, riverine tourism and other outdoor experiential activities in accordance with applicable laws, environmental safeguards and responsible tourism principles.

BETDS plays an important role in integrating conservation objectives with tourism development through promotion of eco-friendly infrastructure, climate-sensitive planning, low-impact tourism practices and responsible visitor management systems. The Society also promotes use of local materials, vernacular architecture, traditional knowledge systems and participation of local communities in tourism development and operations.

Community participation and livelihood generation form an important component of the Society's activities. BETDS works towards strengthening community-based eco-tourism initiatives through engagement of local communities, forest-fringe populations, self-help groups and local enterprises by creating opportunities for employment, skill development, entrepreneurship and tourism-linked economic activities.

The Society also undertakes project development, destination planning, tourism promotion, capacity building, investment facilitation and implementation support for eco-tourism and sustainable tourism initiatives in the State. Further, BETDS supports organization of tourism festivals, fairs, exhibitions, cultural events and promotional activities for showcasing the natural, cultural and heritage assets of Bihar and strengthening the overall tourism ecosystem of the State.

3.1 Objectives of BETDS

- Promote conservation-led and environmentally responsible tourism development while enhancing visitor experience and generating local livelihoods.
- Facilitate and promote nature-based, wildlife and adventure tourism activities including safaris, trekking, hiking, camping, bird watching and riverine tourism.
- Integrate conservation objectives with tourism development through eco-friendly infrastructure, climate-sensitive planning and low-impact tourism practices.
- Strengthen community-based eco-tourism initiatives through engagement with local communities, self-help groups and indigenous groups.
- Undertake project development, destination planning, investment facilitation and implementation support for eco-tourism.



SECTION 4: SCOPE OF WORK

4.1 Development & Implementation of Eco-Tourism Strategy

The PMU shall assist BETDS in developing a comprehensive Eco-Tourism Development Strategy and Action Plan covering:

- Current State of Assessment of Eco-Tourism Assets and Destinations
- Wildlife, Nature-Based and Community-Based Tourism Assessment
- Eco-Tourism Concepts, Circuits and Tourism Products
- Sustainable Tourism and Conservation Framework
- Eco-Resort, Nature Camp and Adventure Tourism Planning
- Institutional and Governance Framework
- Community Participation and Livelihood Integration
- Digital Initiatives and Data Strategy
- Branding, Marketing and Promotion Strategy
- Investment Promotion and PPP Strategy
- Implementation Roadmap and Action Plan

4.2 Benchmarking and Good Practices

- Identify, benchmark and document best practices, sustainable tourism models and eco-tourism governance frameworks from national and international sources.
- Review successful models including Jungle Lodges, Forest Tourism Corporations, Community-Based Eco-Tourism and Adventure Tourism destinations.
- Analyze tourist footfall trends, visitor behavior and seasonal tourism patterns.
- Identify emerging digital technologies: Smart Destination Management, GIS-based Tourism Planning, AI-based Visitor Analytics, Integrated Booking Systems, Eco-Tourism Mobile Applications.

4.3 Review and Appraisal of Eco-Tourism Projects

- Review proposed projects: Eco-Resorts, Jungle Lodges, Nature Camps, Ropeways, Adventure Tourism Projects, Wildlife Tourism Infrastructure, River Tourism Projects, Interpretation Centres, Safari & Visitor Facilities.
- Undertake detailed review of project planning, cost estimates, sustainability integration, revenue potential, O&M requirements and visitor carrying capacity.
- Assist in project structuring including EPC, PPP, Lease, O&M and Hybrid models.
- Support preparation/review of feasibility studies, concept plans and bid documents.
- Develop project monitoring dashboards and PMIS/MIS/GIS-based reporting systems.

4.4 Review and Appraisal of Policies and Schemes

- Regularly review and appraise BETDS on policies, schemes and guidelines from Government of India (Ministry of Tourism, MoEFCC) and State Government.
- Identify convergence opportunities under various schemes related to tourism, forest, rural development and livelihoods.
- Develop policy monitoring frameworks, performance indicators and destination ranking frameworks.

4.5 Review of O&M of Eco-Tourism Assets

- Conduct site inspections and evaluate adherence to O&M obligations, service quality, safety standards, environmental safeguards and revenue-sharing obligations.
- Recommend sustainable and financially viable O&M and revenue models for eco-tourism assets.

4.6 Capacity Building, Branding and Promotion



- Support skill development for local communities, eco-tourism guides, hospitality personnel and adventure tourism operators.
- Assist in development of Digital Marketing Strategy, Social Media Campaigns, Destination Branding and Investor Outreach Strategy.
- Support organization of tourism festivals, eco-tourism events, stakeholder workshops and familiarization tours.

4.7 PPP, Investment Promotion and Transaction Advisory

- Assist in identification and structuring of eco-tourism projects suitable for PPP implementation.
- Support development of Feasibility Studies, Transaction Structures, Revenue Models and Concession Frameworks.
- Prepare/review RFQ, RFP, Concession Agreements and transaction documents.
- Support financial analysis, viability assessment and project bankability review.

4.8 Documentation and Reporting

- Prepare notes, reports, presentations, policy documents, cabinet notes and proposals as required by BETDS.
- Prepare periodic progress reports, monitoring reports and management dashboards.
- **Any other work as may be assigned by BETDS from time to time.**

b

SECTION 5: PROJECT DELIVERY FRAMEWORK & PMU STRUCTURE

5.1 Reporting and Oversight

The PMU team shall report to the Project Director, BETDS. The PMU shall submit a Quarterly Action Plan finalized in discussions with the Project Director. Monthly Progress Reports (MPR) shall be submitted at month-end, along with time sheets of all personnel.

At the end of the first year, an annual performance review shall be carried out and BETDS may suggest modifications to team composition.

5.2 Proposed PMU Team Structure

Role / Position	Deployment	Qualification & Experience	Responsibilities
Team Leader cum Eco-Tourism Expert	Full-time 01 No. 24 months	Postgraduate in Tourism Management / Natural Resource Management / MBA(Infrastructure/Finance) / Masters in Architecture/ Planning or equivalent. Min. 10 years in eco-tourism/sustainable tourism, with at least 3 assignments as Team Leader.	• Lead planning and implementation of eco-tourism projects • Develop eco-tourism strategies aligned with conservation principles and working plans • Coordinate with Forest Department, Tourism Department, local communities, and other stakeholders • Guide development of nature-based tourism (wildlife, trekking, eco-lodges, interpretation centres, etc.) • Ensure projects comply with environmental regulations, forest laws, and carrying capacity norms • Promote community-based eco-tourism models • Review DPRs and ensure integration of sustainability and low-impact infrastructure • Supervise PMU team and ensure timely reporting and deliverables
Architect cum Planner	Full-time 01 No. 24 months	Bachelor's / Master's in Architecture / Urban Planning / Landscape Architecture. Min. 7 years in tourism infrastructure planning or eco-resort design.	• Prepare/review eco-sensitive master plans and designs (eco-lodges, trails, interpretation centres, etc.) • Ensure minimal ecological footprint and use of sustainable materials and local architecture

			• Ensure compliance with clearance norms and environmental guidelines • Plan site layouts considering terrain, biodiversity, and carrying capacity • Integrate universal accessibility, safety, and visitor management systems • Support DPR preparation with eco-friendly design standards.
Financial Expert	Full-time 01 No. 12 months (renewable)	MBA (Finance) / Master's in Financial Management (MFM) /CA / CFA or equivalent. Min. 7 years in financial analysis, PPP advisory or infrastructure project finance.	• Prepare financial models for eco-tourism projects • Structure PPP/lease models ensuring viability and conservation safeguards • Assess revenue streams while balancing affordability and sustainability • Support budgeting and fund utilization under forest/tourism • Conduct financial appraisal of DPRs and investment proposals • Support monitoring of project financial performance and viability
Procurement Expert	Full-time 01 No. 12 months (renewable)	Bachelors in Engineering / Law / MBA (Finance) or equivalent. Min. 7 years in public procurement and contract management.	• Prepare RFPs/tender documents for eco-tourism projects (PPP, EPC, O&M, etc.) • Ensure compliance with State Finance Rules, State Procurement Rules, GFR, and Forest Department procedures • Handle bid process including pre-bid meetings, clarifications, and evaluations • Incorporate eco-tourism specific conditions (environment safeguards, community participation clauses) • Support contract finalization, concession agreements, and monitoring provisions

Project Associate (Monitoring Associate)	Full-time 01 No. 24 months	Graduate in Engineering / Planning / Management / Eco-Tourism. Min. 3 years in project monitoring or eco-tourism implementation.	• Ensure transparency, documentation, and audit compliance • Track progress of eco-tourism projects across forest divisions and sites • Coordinate with DFOs, field staff, and local stakeholders • Maintain MIS/database of eco-tourism assets, visitor data, and project status • Support preparation of MPRs, scheme reports, and updates for state/central portals • Assist in documentation of best practices, community engagement, ancillary activities and impact assessment • Provide support in site visits, inspections, and coordination activities
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5.3 Commencement and Deployment

- Services shall commence within 30 calendar days of contract signing.
- PMU shall initiate knowledge transfer to BETDS staff at least 3 months before project completion.


Project Director,
 Bihar Eco Tourism Development Society, Patna

SECTION 6: INSTRUCTIONS TO BIDDERS (ITB)

(Issued pursuant to Bihar Financial Rules, 1950, as amended 2024, Rules 124-131, and Bihar Transparency in Public Procurement Act, 2012)

6.1 Governing Rules and Legal Framework

This procurement shall be governed by:

- Bihar Financial Rules, 1950, as amended by the Bihar Financial (Amendment) Rules, 2024
- Bihar Transparency in Public Procurement Act, 2012 (BTPPA, 2012)
- Right to Information Act, 2005 (as applicable)
- Applicable Finance Department, Government of Bihar circulars, notifications and guidelines
- Arbitration and Conciliation Act, 1996 (for dispute resolution)

In case of any conflict between this RFP and applicable Rules, the Bihar Financial Rules and BTPPA shall prevail.

6.2 Preliminary Eligibility Criteria

Bidders must satisfy ALL eligibility criteria mentioned below. Proposals not meeting eligibility or failing to upload required documents shall be summarily rejected.

Sl.	Eligibility Criterion	Minimum Requirement	Documentary Evidence
1	Legal Status / Registration	Company (Public/Private), Registered Partnership Firm, LLP, or Society/Trust incorporated in India. Sole Proprietorships and Consortium/JV not eligible.	Certificate of Incorporation / Registration; PAN; GST Registration
2	Annual Turnover & Positive Net Worth	Minimum average annual turnover of Rs. 250 Crore over (FY 2022-23, 2023-24, 2024-25/2025-26) and positive net worth.	CA Certificate; Audited Financial Statements (last 3 years)
3	Turnover from Government Consulting	Minimum annual turnover of Rs. 100 Crore from Government/PSU consulting in each of the last 3 financial years.	Specific CA Certificate
4	Manpower Strength	More than 200 professionals in the Consulting/Advisory division.	Certificate from HR / Company Secretary
5	PMU/PMC Experience in Tourism Sector	At least 2 completed/ongoing PMU/PMC assignments with Central/State Govt./PSU in Tourism/Eco Tourism sector (last 7 years), each with value min. Rs. 2 Crore.	Letter of Award / Copy of Agreement / Self-Certificate by authorized client signatory

6	Non-Blacklisting	Not blacklisted, debarred or terminated by any Central/State Govt./PSU as on bid submission date	Notarized Affidavit on non-judicial stamp paper
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Note: As per BFR 2024 Amendment, MSME and Bihar-based firms satisfying eligibility criteria shall receive applicable price preferences as per Government of Bihar orders.

6.3 Two-Bid System (As per BFR, Rule 131)

Proposals shall be submitted under a Two-Bid System:

- Part I - Technical Bid: Eligibility documents and complete technical proposal
- Part II - Financial Bid: Price bid (opened only after technical evaluation)

Both bids shall be submitted through www.eproc2.bihar.gov.in. Scanning and uploading of financial bids is strictly prohibited; financial bids shall be submitted in online format only.

6.4 e-Tendering Process Instructions

- All bids shall be submitted exclusively through www.eproc2.bihar.gov.in.
- Bidders must possess a valid Class II/III Digital Signature Certificate (DSC) with signing + encryption.
- Tender Processing Fee, Document Fee and EMD shall be paid through e-Payment (NEFT/RTGS/Credit/Debit Card/Net Banking) only.
- All corrigenda/addenda/date extension notices shall be published only on the e-Procurement portal.
- Bids submitted by telex, telegram, fax, e-mail or hard copy shall not be considered.
- No hard copy of any document shall be accepted unless specifically requested by BETDS after bid opening.
- The bidders shall submit their eligibility and qualification details, technical bid, etc., in the online standard formats given in e-Procurement web site at the respective stage only. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement web site. The bidder shall digitally sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness / authenticity. The bidder shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document.
- All the required documents should be attached at the proper place as mentioned in the e-forms otherwise the tender of the bidder will be rejected.
- Tender Processing Fee (TPF) to be paid through e-Payment mode (i.e NEFT / RTGS, Credit/ Debit Card & Net Banking) only.
- The bidders are requested to check their file size of uploaded documents at the time of submission & they should ensure that work file is uploaded. If they feel that the complete file is not uploaded then they should click on cancel & update the same before submission. The bidders should satisfy themselves of download ability/visibility of the scanned & uploaded file by them.
- File size should be less than 5 MB and should be in PDF and JPEG formats.
- No claim shall be entertained on account of disruption of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last hour's technical nags.
- For e-tendering support: e-Procurement Help Desk, Mjunction Services Ltd, RJ Complex, 2nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, Patna - 800014. Toll Free: 1800 572 6571 | Email: eproc2support@mjunction.in

Note: "Bids along with necessary online payments must be submitted through e-Procurement portal www.eproc2.bihar.gov.in before the date and time specified in the RFP. Tendering Authority doesn't take any responsibility for the delay / Non-Submission of Tender / Non- Reconciliation of online Payment caused due to Non-availability of Internet Connection, Network Traffic / Holidays or any other reason."

- The tender opening will be done online only.

- Any Corrigendum/Addendum or date extension notice will be given on the e-Procurement Portal <https://www.eproc2.bihar.gov.in> only.
- For support related to e-tendering process, bidders may contact at following address "e - Procurement HELP DESK or may visit the link "Vendor Info" at www.eproc2.bihar.gov.in.

Submission Procedure

- Bidder can download the tender document free of cost from the portal (<http://eproc2.bihar.gov.in>) till the due date and time. The bidders shall pay tender processing fee as specified in the e-Procurement portal. The tender processing fees must be paid through modes specified in fact sheet.
- The bidders shall pay Tender Processing fee online and submit their technical responses electronically using the e-Forms in the unified e-Procurement platform. The e- Procurement portal is available at: <http://eproc2.bihar.gov.in>
- Tender fee and EMD to be submitted in online mode as per instructions in Table B.
- Bidders are advised to study all instructions, forms, requirements, and other information in the RFP document carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
- The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to this document will be at the Bidder's risk and may result in rejection of its Proposal at bid evaluation stage.
- Technical Proposal shall not include any financial bid information. Any financial bid information in the technical proposal shall not be considered. All Technical Bid Documents should be properly scanned, arranged and uploaded on portal.
- Financial bids shall be submitted in online format only.
- Services offered should be strictly as per specifications mentioned in this Tender Document.
- Prior to expiry of the Proposal Validity Period, Project Director may request the Bidders to extend the period of validity for a specified additional period.
- The Successful Bidder shall, where required, extend the validity of the Proposal till the date of execution of the Agreement.

6.5 Earnest Money Deposit (EMD) [BFR Rule 131J]

- EMD of Rs. 10,00,000/- (Rupees Ten Lakh Only) is mandatory. Payment through e-Payment mode only.
- Refund: EMD of unsuccessful bidders shall be refunded after final award. The bid security of the successful bidder will be returned to the successful bidder on the submission of the Performance Bank Guarantee /Security as specified in the RFP document.
- Forfeiture: EMD shall be forfeited if (a) bidder withdraws or modifies bid after opening; (b) fails to execute agreement within specified time; or (c) fails to deposit PBG after issuance of Letter of Award.
- Proposals must be accompanied by a 'Bid Security' (EMD) (For details Refer to NIT). The Bid Security must be kept valid throughout the Proposal Validity Period and shall be required to be extended if required by the Project Director, BETDS.

6.6 Bid Validity

- Proposals must remain valid for at least 180 days from the bid submission deadline.
- Bids valid for a shorter period shall be rejected as non-responsive.
- BETDS may request extension of bid validity in exceptional circumstances.
- In exceptional circumstances, prior to the expiration of the bid validity period, the BETDS may request bidders to extend the period of validity of their Bids. The EMD shall also be extended for a corresponding period.
- A bidder may refuse the request without forfeiting its bid security i.e., EMD. A bidder granting the request shall not be required or permitted to modify its bid. The request and the responses shall be made in writing.

- If it is established that any Key Expert nominated in the Bidder's Proposal was included in the Proposal without his/her confirmation, such proposal shall be disqualified and rejected for further evaluation.
- The Bidder cannot change more than three (3) resources as submitted in response to the bid, except in case of resignation, medical incapacity or death, reasons beyond the control of Bidder or for reasons to the satisfaction of the BETDS, for the entire project period unless there is written approval of the Authority. For any change request of resource, the substitute must be an individual with similar / better experience & qualifications and accepted in writing by the BETDS.
- If the client finds that any of the personnel have 1) committed serious misconduct, or have been charged with having committed a criminal action, or 2) have reasonably caused to be dissatisfied with the performance of any of the personnel, then the Project Management Unit shall, at the Client's written request specifying the grounds thereof, provide as a replacement a person with similar eligibility (qualifications and experience) acceptable to the client

6.7 Pre-Bid Meeting

- BETDS shall receive and respond to pre-bid queries as per the scheduled date and time.
- Only one authorized representative per bidder shall be permitted.
- A virtual link shall also be provided as mentioned in the NIT. Bidders may attend physically or virtually.
- Queries must be submitted in the prescribed format.

Correspondence/ Pre - bid queries

- Bidders requiring specific points of clarification may communicate with Office of the Project Director, BETDS during the specific period using the following format.
- The queries can be submitted by email at: biharecotourismsociety@gmail.com with name of assignment as the subject, in the following format: For any information, The Project Director, Bihar Eco Tourism Development Society Bihar, Aranya Bhawan, 2nd Floor, Saheed Peer Ali Khan Marg, Patna- 800014, Bihar, E-Mail: biharecotourismsociety@gmail.com and Mob.- **8986153336** can be contacted.

Bidders Request for Clarification				
Name of Organization submitting request		Name and position of person submitting request	Details of person and organization	
			Address: Tel: E-mail: Mobile:	
S. No.	Bidding Document Reference (Number/Page)	Content of RFP Requiring Clarification	Points of Clarification Required	Suggestions (If Any)
1				
2				
3				

Pre-bid Queries and Corrigendum: -

- The Nodal Officer notified by the BETDS will endeavour to provide timely response to all queries. However, BETDS makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does authority undertake to answer all the queries that have been posed by the Bidders.
- At any time prior to the last date for receipt of bids, BETDS may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.
- The corrigendum (if any) & clarifications to the queries from all Bidders will be clarified by BETDS.

- To provide prospective Bidders reasonable time for taking the corrigendum into account, the BETDS may, at its discretion, extend the last date for the receipt of proposals.

6.8 Other Important Conditions

- Only one proposal per bidder. Sub-contracting any part of the assignment is not permitted.
- The Proposal language shall be English only.
- Conditional bids shall be outright rejected.
- **Conflict of Interest:** The PMU must disclose any actual or potential conflict of interest.
- Conflict of interest exists in the event of
 - ✓ Agencies or institutions having a business or family relation with the Client directly or indirectly; and
 - ✓ practices prohibited under the anti-corruption policy of the Government of India and Government of Bihar.
- Integrity Pact: The selected bidder shall execute an Integrity Pact with BETDS as per Government of Bihar guidelines.

6.9 FORMAT AND SIGNING OF PROPOSAL

- Bidders must provide all the information as per this RFP and in the specified format. BETDS reserves the right to reject any Proposal that is not in the specified format.
- The Proposal must include submissions to be made on the respective Proposal Due Date as set out in RFP Time Schedule.
- No hard copy submissions of Proposal are required. Bidders must upload their Technical and Financial proposals on the website www.eproc2.bihar.gov.in only.
- BETDS shall consider only the uploaded documents for the evaluation.
- The person(s) signing the Proposal must initial all the alterations, omissions, additions, or any other amendments made to the Proposal prior to uploading the proposal.

6.10 MODIFICATION/SUBSTITUTION/WITHDRAWAL OF PROPOSAL

- The Bidder may modify, substitute, or withdraw its Proposal after submission in compliance with the process laid down in the eproc2 portal.
- Withdrawal of a Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period will result in forfeiture of the Bid Security in accordance with this RFP.

6.11 PROPOSAL DUE DATE

- Proposals must be submitted as per information provided in this RFP.
- BETDS at its sole discretion may accept any Proposal(s) after Proposal Due Date. Any such Proposal/s accepted shall be deemed to have been received by the Proposal Due Date.
- The Successful Bidder shall, where required, extend the validity of the Proposal till the date of execution of the Agreement.

6.12 TEST OF RESPONSIVENESS

- A proposal shall be considered responsive if:
 - It is submitted on or before the respective Proposal Due Date.
 - The proposal is accompanied with the 'Cost of RFP Document/ Tender Fee' and 'Bid Security' amount as set out in RFP Document.
 - It is signed, marked as stipulated in RFP Document.
 - It contains the information and documents as requested in the RFP.
 - It contains information in the form and formats as specified in the RFP.

- f. It mentions the validity period as set out in the RFP document.
 - g. It provides the information in reasonable detail. ("Reasonable Detail" means that, but for minor deviations, the information can be reviewed and evaluated by BETDS). BETDS reserves the right to determine whether the information provided is in reasonable detail or not.
 - h. There are no inconsistencies between the Proposal and the supporting documents.
- ii. A Proposal that is responsive is one that conforms to the preceding requirements without material deviation or reservation.
 - iii. A material deviation or reservation is one which,
 - a. Affects in any substantial way, the scope, quality, or performance of the Assignment, or
 - b. Limits in any substantial way, inconsistent with the RFP document, BETDS's rights or the Bidder's obligations under the Agreement, or
 - c. Unfairly affects the competitive position of other Bidders presenting substantially responsive Proposals.
 - iv. BETDS reserves the right to seek clarification or reject any Proposal which in its opinion is non-responsive and no request for modification or withdrawal shall be entertained by the BETDS in respect of such Proposal.

6.13 CONFIDENTIALITY

- Information relating to the examination, clarification, evaluation, and recommendation for the Qualified Bidders shall not be disclosed to any person not officially concerned with the process. BETDS will treat all information submitted as part of the Proposal in confidence and will ensure that all those who have access to such material to treat it in confidence. BETDS shall not divulge any such information unless ordered to do so by any statutory authority that has the power under law to require its disclosure.

6.14 CLARIFICATIONS

- To assist in the process of evaluation of Proposals, BETDS may, at its sole discretion, ask any Bidder for clarification on its Proposal or substantiation of any of the submission made by the Bidder.

6.15 PROPOSAL EVALUATION

- The Qualification Submissions of the Bidders would be checked for responsiveness with the requirements of the RFP and shall be evaluated as per the Criteria set out in this RFP

6.16 DECLARATION OF SUCCESSFUL BIDDER

- Upon acceptance of the Proposal of the Shortlisted Bidder in the evaluation, the bidder whose bid is found to be best as per the terms of evaluation shall be declared as the selected Bidder.

6.17 NOTIFICATIONS

BETDS will notify the Successful Bidder by a Letter of Intent/ Award (LoI/ LoA) that their Proposal has been accepted.

6.18 BETDS'S RIGHT TO ACCEPT OR REJECT PROPOSAL

- i. BETDS reserves the right to accept or reject any or all the Proposals without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to award of the Assignment, without any liability or any obligation for such acceptance, rejection, or annulment.



- ii. BETDS reserves the right to invite revised Proposals from Bidders with or without amendment of the RFP at any stage, without any liability or any obligation for such invitation and without assigning any reason.
- iii. BETDS reserves the right to reject any Proposal if at any time:
 - a. A material misrepresentation made at any stage in the bidding process is uncovered; or
 - b. The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Proposal.

Right to Terminate the Process

- BETDS may terminate the RFP process at any time and without assigning any reason. BETDS makes no commitments, express or implied, that this process will result in a business transaction with anyone. This RFP does not constitute an offer by the authority.

SECTION 7: EVALUATION METHODOLOGY

(In accordance with Bihar Financial Rules, 1950, Rule 131 - Quality and Cost Based Selection)

Evaluation shall consist of:

Phase I: Preliminary Eligibility Evaluation

Phase II: Technical Evaluation (Technical Score - ST) | Weightage: 70%

Phase III: Financial Evaluation (Financial Score - SF) | Weightage: 30%

Phase IV: Combined QCBS Evaluation (Total Score: $TS = 0.70 \times ST + 0.30 \times SF$)

7.1 Phase I: Preliminary Eligibility Evaluation

Proposals shall be screened against Preliminary Eligibility Criteria (Section 6.2). Only eligible bidders shall proceed to Technical Evaluation.

7.2 Phase II: Technical Evaluation Criteria

SN	Technical Evaluation Criteria	Max. Marks
1	PMU/PMC for Tourism/Ecotourism Department: Experience of successfully executed/ongoing PMU/PMC assignments for Tourism /Eco tourism Department/Agency of Central or State Govt./PSU in the last 7 years. Each eligible assignment should have: • minimum continuous engagement period of 12 months; and • consultancy/project value of not less than INR 2 Crore. Note: Projects in consortium/JV shall not be accepted. a. 1-2 Projects: 5 marks b. 3-4 Projects: 7.5 marks c. 5-6 Projects: 10 marks More than 6 Projects: 15 marks	15
2	Transaction Advisory for Eco-Tourism Projects: Experience in transaction advisory, PPP structuring and concession framework development for eco-tourism/nature tourism/heritage tourism projects. 2 marks for each eligible project Maximum: 10 Marks	10

3	Tourism / Eco-tourism Policy / Strategy: Experience in preparation of Tourism/Eco tourism Policy, Eco-Tourism Strategy, Destination Development Plans or similar assignments for Government clients. Only successfully completed projects shall be considered executed during the last 7 years. 2.5 marks for each eligible project Maximum: 5 Marks	5
4	Key Experts' Qualifications and Competence: Evaluation based on CVs of proposed Key Experts against requirements in Section 5.2.	40
4a	Team Leader cum Eco-Tourism Expert Meeting required Education qualification – 2 marks • Years of Experience – Max. 5 marks ▪ 10 to 12 years of experience – 03 marks ▪ >12 years of experience – 05 marks • No. of sustainable eco-tourism projects worked on – 03 marks	10
4b	Architect cum Planner Meeting required Education qualification – 2 marks • Years of Experience – Max.6 marks ▪ 7 to 8 years of experience – 03 marks ▪ > 8 years of experience – 06 marks	8
4c	Financial Expert Meeting required Education qualification – 2 marks • Years of Experience – Max.6 marks ▪ 7 to 8 years of experience – 03 marks ▪ >8 years of experience – 06 marks	8
4d	Procurement Expert Meeting required Education qualification – 2 marks • Years of Experience – Max. 6 marks ▪ 7 to 8 years of experience – 03 marks ▪ >8 years of experience – 06 marks	8
4e	Project Associate (Monitoring Associate) Meeting required Education qualification – 2 marks • Years of Experience – Max. 4 marks ▪ to 5 years of experience – 02 marks ▪ > 5years of experience – 04 marks	6

5	Technical Presentation: Understanding of assignment; approach and methodology; work plan; case studies/best practices; innovation; relevance to Bihar eco-tourism context.	30
Total		100

Minimum qualifying score: 70 marks out of 100. Only bidders scoring 70 or above shall be eligible for financial bid opening.

- All the resources will be full-time position with 100% deployment at the BETDS, Patna, Bihar throughout the project duration.
- Additional resources will be taken on discovered man-month rates quoted in the financial bid.
- At the time of deployment of resources, the resources have to be on the company payroll. An undertaking on the same must be submitted by the signatory with countersign of HR of the bidding agency.

7.3 Phase III: Financial Evaluation

- A fixed-price fee shall be quoted for the entire scope (PMU for BETDS through deployment of human resources at Patna and across Bihar).
- The Grand Total Cost as quoted in FIN-1 shall be considered as the quote value for financial bid evaluation.
- No adjustment of contract price shall be made for variations in labour costs or other cost components.
- The Financial Bids of only those Bidders, who fulfil the pre-qualification criteria and score 70 or more marks in the Technical Evaluation shall be opened.

Financial Score: $SF = FL / F$ (Where FL = Lowest Bid Value; F = Bid Under Consideration)

- The bid price shall be in Indian Rupees and mentioned separately in letters and words. If there is a discrepancy between words and figures, the amount in words will prevail. The amount quoted should not have any decimal values.
- Any conditional bid would be rejected.
- **Errors & Rectification** - Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".

7.4 Phase IV: Combined QCBS Evaluation

$$\text{Total Score (TS)} = (0.70 \times \text{ST}) + (0.30 \times \text{SF})$$

- Bidder with highest Total Score (TS) shall be rated as the best bid.
- In case of a tie, the bid with higher Technical Score (ST) shall be preferred.
- BETDS reserves the right to award the contract to the successful bidder whose bid is substantially responsive, has the best TS, and whose bid price is within available budget.

7.5 NOTIFICATION OF AWARD

- Prior to the expiration of the validity period, Authority will notify the successful Bidder in writing or by email, that its proposal has been accepted.
- The Agency shall, within 7 (seven) days of the receipt of the LOI, sign and return the duplicate copy of the LOI in acknowledgement thereof.
- In the event the duplicate copy of the LOI duly signed by the Agency is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the EMD of such Bidder as loss and damage suffered by the Authority on account of failure of the Agency to acknowledge the LOI.

SECTION 8: FINANCIAL TERMS

8.1 Price Assignment/Manpower Adjustment

- The Rate-Card (FIN-1) shall remain valid for the 24-months contract period.
- Any additional assignment or increase in manpower/resources as directed by BETDS shall be charged at the rate card.

8.2 Taxes

- The PMU shall be responsible for all tax liabilities arising out of the Contract.
- Income Tax and other applicable taxes shall be deducted at source as per law in force.
- Any increase in taxes, levies or duties during the contract tenure shall be borne by the PMU.

8.3 Payment Schedule [BFR Rule 131W]

- PMU shall follow a quarterly invoicing process. Payment shall be treated as deliverable-based.
- Consolidated quarterly invoice shall be generated and submitted on the last working day of the quarter.
- If BETDS raises no objection within 15 days of invoice date, payment shall be released within the next 15 days.
- Travel expenses for official travel outside Patna shall be reimbursed as per the actuals / as per the Government of Bihar norms.

8.4 Performance Bank Guarantee (PBG) [BFR Rules 131R-131T]

- Within 15 days of Letter of Intent (LOI), the successful PMU shall furnish a PBG equal to 5% of the total financial proposal value.
- PBG shall be from a Scheduled Bank, in favour of BETDS, valid for 24 months plus 60 days beyond project completion. Renewed in case of contract extension.
- Refund of PBG: within 6 months from the date of successful completion of the assignment.
- Forfeiture of PBG: if any contract terms are breached, or if the selected bidder fails to commence services or deliver after partial execution.


Project Director,
Bihar Eco Tourism Development Society, Patna

SECTION 9: GENERAL TERMS AND CONDITIONS

(In accordance with Bihar Financial Rules, 1950 and Bihar Transparency in Public Procurement Act, 2012)

9.1 Period of Assignment and Extension

The contract period shall be 24 months from signing. Extendable on mutual agreement up to 2-year; one year at a time may be granted upon, subject to satisfactory performance, on same terms and conditions with 5% escalation on rate card.

9.2 Conflict of Interest

- The PMU shall provide professional, objective and impartial advice, holding BETDS interests paramount.
- The PMU shall disclose any actual or potential conflict of interest immediately. Failure to disclose may result in disqualification or termination.
- PMU personnel shall not engage in any other paid employment during the contract period without prior written approval of BETDS.

9.3 Corrupt and Fraudulent Practices

BETDS shall reject a proposal for award or terminate a contract if it determines that the bidder/consultant has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices.

- "Corrupt practice": Offering, giving, receiving or soliciting anything of value to improperly influence the actions of another party.
- "Fraudulent practice": Any act or omission or commission including misrepresentation that knowingly misleads a party to obtain a financial or other benefit.
- "Collusive practice": An arrangement between two or more parties designed to achieve an improper purpose.
- "Coercive practice": Impairing or threatening to impair any party or its property to improperly influence actions.
- "Obstructive practice": Deliberately destroying, falsifying or concealing evidence, or making false statements to impede investigation.

9.4 Conduct of PMU Manpower and Office Management

- Minimum 80% aggregated quarterly attendance shall be maintained and reported in Monthly Performance Reports.
- BETDS shall provide office space, Wi-Fi/Internet and seating infrastructure at State/district level at no cost.
- PMU offices may have biometric attendance monitoring systems.
- PMU resources shall follow working hours, working days and holidays of the Government of Bihar.

9.5 Governing Law and Jurisdiction

The Contract shall be governed by and interpreted in accordance with the laws of the State of Bihar and India. Disputes shall be subject to the exclusive jurisdiction of the courts at Patna.

9.6 Integrity Pact

The selected bidder shall execute an Integrity Pact with BETDS as per Government of Bihar guidelines, committing to ethical business conduct throughout the contract period. Violation of the Integrity Pact shall be grounds for termination.

9.7 Force Majeure

"Force Majeure" means an event beyond the reasonable control of a Party which makes performance impossible or impractical, including war, riot, earthquake, pandemic, fire, explosion, storm, flood, strikes (not involving the PMU) or lockouts.

- Force Majeure does not include insufficiency of funds or failure to make any payment required under the contract.
- A Party affected by Force Majeure shall notify the other Party within 14 days and take all reasonable measures to minimize consequences.
- Payment obligations shall be suspended during the Force Majeure period. BETDS shall determine the eventuality of Force Majeure, which shall be binding on both parties.

9.8 Change Orders and Contract Amendments

- BETDS may increase or decrease the quantum of personnel deployed by up to 75%. Contract value shall be adjusted based on the rate card.
- No amendment shall be valid unless it is in writing, dated, expressly refers to the Contract, and signed by authorized representatives of both parties.

9.9 Sub-Contracting

The PMU shall not sub-contract the assignment or any part thereof. Violation shall be grounds for termination and forfeiture of PBG.

9.10 Confidentiality

- From the time proposals are opened to contract award, the bidder shall not contact BETDS on matters related to its Technical and/or Financial Proposal.
- Any attempt to improperly influence evaluation or award decisions may result in summary rejection of the proposal.



Project Director,
Bihar Eco Tourism Development Society, Patna

SECTION 10: TERMINATION CLAUSES AND DISPUTE RESOLUTION

10.1 Termination for Default

BETDS may, by a written notice of at least 30 days, terminate the contract if the PMU:

- Fails to deliver services within the specified time or any extension thereof.
- Fails to perform any obligation under the contract.
- Is found engaged in corrupt, fraudulent, collusive or coercive practices.
- Commits breach of any condition of the contract.

If BETDS terminates for default, the PBG may be forfeited. The decision of the Project Director, BETDS shall be final.

10.2 Termination for Insolvency

- BETDS may terminate the contract by a 30-day written notice if the PMU becomes bankrupt or otherwise insolvent. Such termination shall not prejudice any right of action or remedy accrued to BETDS.
- The client may at any time also terminate the agreement by giving written notice to the agency without any compensation to the agency, if the agency becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the client.
- The client shall have the liberty to postpone or not to execute any work and the agency shall not be entitled to any compensation for non-execution of the work.
- The agreement shall be governed by the Indian laws in force from time to time and the courts at Patna shall alone have exclusive jurisdiction to entertain and try any or all matters arising out of this agreement.

10.3 Termination for Convenience

- BETDS may terminate the contract by a 30-day written notice for its convenience.
- BETDS shall pay all pending invoices and work done till date of termination.
- Limitation of Liability: Neither party shall be liable for consequential, incidental, indirect or punitive damages.

10.4 Termination by PMU

The PMU may terminate by not less than one (01) month written notice if:

- BETDS is in material breach and has not remedied within 30 days of written notice.
- As a result of Force Majeure, the PMU is unable to perform for not less than 60 days.
- BETDS fails to comply with any final arbitration decision.

10.5 Payment upon Termination

All pending payments due till date of termination shall be made by BETDS to the PMU within 30 days of contract termination.

10.6 Amicable Settlement

Any disputes or differences in connection with the agreement shall be to the extent possible, settled amicably between the parties. If it cannot be reached then all disputed issues shall be settled by arbitration as proposed hereafter, subject to termination clause mentioned in this agreement.

- The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Agreement or the interpretation thereof.
- In the event a dispute, differences or claim arises in connection with the interpretation or implementation of the agreement, the aggrieved party shall issue a written notice setting out the Dispute/differences or claim to the other party, parties shall first attempt to resolve such dispute through mutual consultation.
- If the dispute is not resolved as aforesaid within 15 days from the date of receipt of written notice, the matter will be referred to Department, who will take decision within 30 days after such reference. If the dispute is still not resolved the matter will be referred for Arbitration.

10.7 Arbitration [Arbitration and Conciliation Act, 1996]

- If the dispute is not resolved amicably, either party may invoke Arbitration in accordance with the Arbitration and Conciliation Act, 1996. The arbitration shall be conducted at Patna, Bihar. The award shall be final and binding on both parties.

SECTION 11: GROUNDS FOR DISQUALIFICATION

The bid is liable to be disqualified if:

- Not submitted/uploaded in accordance with this RFP document.
- During validity period, the bidder increases quoted prices.
- Bid is incomplete or not accompanied by EMD and requisite documents.
- Bid is received after due date and time.
- Bidder submits conditional bids.
- Bidder indulges in canvassing in any form to win the contract.
- Bidder sub-contracts any part of the project.
- Any document, information or statement submitted is found to be false, incorrect or misleading.

SECTION 12: RESPONSIBILITIES OF BETDS

- Appointment of a single point of contact person to coordinate with PMU, stakeholders and concerned departments.
- Facilitate issuance of necessary government orders, policy amendments and directives as required by the project.
- Assigning of relevant officials as per project requirements.
- Resolution of problems and disputes arising in the course of the project.
- Timely payments to the PMU as per agreed payment schedule.
- Provision of office space, Wi-Fi/Internet access and seating infrastructure for the PMU at State level.
- Facilitation of coordination with placement agencies, certification agencies and other service providers.
- Overall monitoring and supervision of the PMU's performance.



Project Director,
Bihar Eco Tourism Development Society, Pa.

SECTION 13: STANDARD FORMS AND ANNEXURES

FORM 1: PROPOSAL SUBMISSION LETTER

(To be submitted on firm's letterhead, duly signed and stamped)

[Location]

[Date]

To,
The Project Director,
Bihar Eco Tourism Development Society (BETDS),
Aranya Bhawan, 2nd Floor, Saheed Peer Ali Khan Marg, Patna - 800014, Bihar.

Subject: Proposal for RFP No. _____ dated _____ for Selection of Agency for Setting up of PMU for Bihar Eco Tourism Development Society (BETDS)

Respected Sir/Madam,

We, the undersigned, offer to provide the services under the above-mentioned RFP (**for RFP No. _____ dated _____**) to Bihar Eco Tourism Development Society, Government of Bihar in accordance with your Request for Proposals and our Proposal.

We hereby declare that:

- All information and statements made in this Proposal are true, and we accept that any misrepresentation may lead to our disqualification.
- Our Proposal shall be valid and remain binding upon us till the bid validity period.
- We meet all eligibility requirements as stated in the RFP.
- In competing for and, if awarded, in executing the Contract, we undertake to observe the laws against fraud and corruption, including bribery.
- We undertake to negotiate a Contract on the basis of the proposed Key Experts and accept that substitution for reasons other than those stated in the RFP may lead to disqualification.
- Our Proposal is binding upon us and subject to any modifications resulting from Contract negotiations.

We understand that BETDS is not bound to accept any Proposal it receives and may reject all bids without assigning any reason.

Yours faithfully,

Authorized Signature: _____

Name and Title of Signatory: _____

Designation/Position of the Signatory: _____

Name of Firm / Organization: _____

Address: _____

Contact (Phone & E-mail): _____

Date: _____ (Organization Seal)



Technical Proposal – standard Forms

(Should Be Scanned and Uploaded)

Checklist of Required Forms

Required for Proposal

1. FORM TECH-1: Organization and Experience
2. Form TECH-2 Approach, Methodology, and Work Plan for Performing the Assignment
(Maximum 20 pages)

Form TECH-3 Key Experts Inputs, and attached Curriculum Vitae (CV)

(Not more than 4 pages for each proposed resource)

3. FORM TECH-4: Important Information Summary and details



Project Director,
Bihar Eco Tourism Development Society, Patna

FORM TECH-1: Organization and Experience**A. Organization Profile**

- a. Brief description of background, history, organizational structure of the firm and an outline of the recent experience of the Project Management unit that is most relevant to the assignment.
- b. Organizational chart, list of Board of Directors, and beneficial ownership.
- c. Total number of professionals and offices across India.
- A brief description of the Project Management Unit organization and an outline of the recent experience of the Project Management unit that is most relevant to the assignment.
- The outline should indicate the names of the Project Management Unit, Key Experts who participated, the duration of the assignment, the contract amount, and the Project Management unit role/involvement.
- Project Management Unit Organization - provide here a brief description of the background and organization of your company/partnership firm.
- Include organizational chart, list of Board of Directors, and beneficial ownership.
- project Management unit Experience. List only previous similar assignments successfully completed/ on-going in the last 7 years as specified under Technical Evaluation criterion broadly in following categories: Format for Experience is as follows

B. Relevant Experience (last 7 years):

Duration (From-To)	Assignment Name & Brief description of main deliverables / outputs	Client Name & Address	Contract Value (in Rs. equivalent) / Amount paid to your firm	Role on the assignment

FORM TECH-2: Approach, Methodology and Work Plan

(Soft copy should be uploaded in e-proc and to be submitted at the time of Technical Presentation)

A description of the approach, methodology, and work plan for performing the assignment.

Suggested structure of your technical proposal:

- **Understanding of the Assignment and BETDS objectives**
- **Proposed Approach and Methodology** - Please explain your understanding of the objectives of the assignment, the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s) and the degree of detail of such output, the approach for mobilizing the proposed experts named in the bid, the approach for engaging as Project Management Unit.
- **Work Plan and Activity Chart (Gantt chart format)** - please outline the plan for the implementation of the main activities/tasks of the assignment, including mobilizing of proposed experts named in the bid, the content and duration of each activity, phasing and interrelations (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s). The work plan should be consistent with the Work Schedule.
- **Risk Assessment and Mitigation Strategy**
- **Innovation and Value Addition proposed for Bihar eco-tourism context.**
- **Organization:** Please describe the structure and composition of your team, including the list of the Key Experts —Clearly reflecting the experts committed right from the start date.

b

FORM TECH-3: Curriculum Vitae (CV) of Key Experts

(A brief description of the team composition and roles and responsibilities need to be provided in addition to the CV)

Position Title and No.:	
Name of Expert:	
Date of Birth:	
Country of Citizenship / Residence:	

Educational Qualifications:

Degree / Certificate	Institution	Year Obtained

Employment Record (last 10 years, most recent first):

Period	Organization & Title / Position	Country	Project Description	Activities Relevant to Assignment

- Languages known: - Speaking/Reading/Writing ability
- Work Undertaken that Best Illustrates Capability to Handle the Task Assigned (Add assignments and rows as per the text)
- Each project should have the following indicative details: -
 - Project/ Assignment: {Name of the project/ Assignment}
 - Month and Year (Start and end):
 - Location: [Name Of the city, Name Of the state]
 - Client: (Name of the Client)
 - Position held: (Position/ Designation as per the assignment)
 - Activities: • (Mention activities for Which you were responsible in the project and "highlight" the key words that relates to the job description for your proposed position)
 - {Add more sections if needed}

Certification: I certify that the above correctly describes my qualifications and experience, and I am available to undertake the assignment if the contract is awarded to the firm.

Date: _____ Name: _____ Signature: _____



FORM TECH-4: Important Information Summary and Details (TECH-4)

Particulars	Details / Reference
Name of Organization/Firm	
Name & Designation of Contact Person	
Address & Contact Details (E-Mail and Mobile)	
Corporate Website URL	
Address of Head office	
Legal Status (Company / Partnership / LLP / Society / Trust)	
Date of Incorporation / Registration	Page No.: ____
Power of Attorney / Board Resolution	Page No.: ____
Annual Turnover - Last 3 Years	FY 2022-23: Rs. ____ FY 2023-24: Rs. ____ FY 2024-25/Rs. ____ 2025-26----- Submit a CA Certificate stating the above figures, Page No. in which CA Certificate has been enclosed: Also submit Audited Financial statements for all the FYs :- Page No. The Bidder shall provide an Auditor's/ CA Certificate having Unique Document Identification Number (UDIN) specifying the Annual Turnover from Architect Consultancy in accordance with the RFP document.
Net Worth as on 31.03.2025	Rs. ____ CA Certificate enclosed: Page No.: ____
Annual Turnover from Govt. Consulting (Last 3 FYs) Minimum annual turnover of Rs. 100 Crore from Government/PSU consulting in each of the last 3 financial years.	FY 2022-23: Rs. ____ FY 2023-24: Rs. ____ FY 2024-25/ Rs. ____ 2025-26----- Specific CA Certificate.
PAN Number	No.: ____ Page No.: ____
GSTIN Number	No.: ____ Page No.: ____
Non-Blacklisting Affidavit (Notarized)	Page No.: ____
PMU/PMC Tourism Experience (last 7 years) At least 2 completed/ongoing PMU/PMC assignments with Central/State Govt./PSU in Tourism/Eco Tourism sector (last 7 years), each with value min. Rs. 2 Crore.	Letter of Award / Copy of Agreement / Self-Certificate by authorized client signatory. Prior Experience Certificates/LOA/Agreements: Page No.: ____
Manpower in Consulting Division More than 200 professionals in the Consulting/Advisory division.	HR Certificate: Page No.: ____
Signed Copy of RFP {Copy of the whole of the RFP document (With Corrigendum, if any) with each page signed and stamped}	Page No.: ____ 

FORM FIN-1: Summary of Costs-Financial BID FORMAT (REFERENCE ONLY - Submit Online)

NOTE: Do NOT scan and upload. Submit Financial Bid in online format on www.eproc2.bihar.gov.in only. This form is for reference only.

Role	No. (A)	Unit Rate/Month (INR) (B) Exclusive of Tax	Total No. of Month (C)	Total Amount (INR) (D=AxBxC) Exclusive of Tax
Team Leader cum Eco-Tourism Expert	1		24	
Architect cum Planner	1		24	
Financial Expert	1		24	
Procurement Expert	1		12	
Project Associate (Monitoring Associate)	1		24	
Total (INR)				
GST as applicable (.....%)				
Grand total (including GST) (INR)				
Grand total (including GST) (INR) in words				

- GST would remain effective as per the Government Guidelines
- No conditions should be attached to the Financial Proposal.
- In case of any discrepancies in the prices mentioned in the figures and words, the prices mentioned in the words would be considered as final price.
- Amount mentioned in Grand Total for the Services shall be considered for the purpose of Financial Proposal evaluation.


Project Director,
 Bihar Eco Tourism Development Society, Patna

ANNEXURE I: AFFIDAVIT

(Affidavit on non-judicial stamp paper of Rs. 100/- or more by Authorized Representative, with dated signature and organization seal)

AFFIDAVIT

- I/We do hereby certify that all the statements made in our bids in response to RFP Reference No. _____ dated _____ are true and correct to the best of my/our knowledge and belief and nothing material has been concealed.
- I/We, on behalf of _____ (Name of the Agency), with its registered office at _____, do hereby confirm that the undersigned is/are duly authorized to execute this Affidavit and submit bids on behalf of the agency.
- I/We affirm that I/we have carefully read and understood the whole tender document and agree to abide by the terms and conditions set forth therein.
- I/We further certify that the firm is not blacklisted, debarred or terminated by any Central/State Government/PSU in India at the time of bidding.

For and on behalf of: _____

Signature: _____

Name: _____

Designation: _____

Date: _____ (Organization Seal)

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ANNEXURE II: POWER OF ATTORNEY

(To be executed on a non-judicial stamp paper of Rs. 100/- or more)

Know all men by these presents that We, _____ (name of the enterprise and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr./Ms. _____ son/daughter/wife of _____, 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 including to enter into negotiations, sign the Contract and any addenda thereto, and to perform all other acts as may be required in connection with the submission of our proposal for the RFP.

The attorney is fully authorized for providing information/responses to the tendering authority, representing us in all matters before the tendering authority including negotiations, and signing of the contract on our behalf.

IN WITNESS WHEREOF WE, _____, THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ DAY OF _____.

For _____;
{Signature, Name, Designation and Address}

Accepted: _____
(Signature, Name, Title and Address of the Attorney)

Witnesses:

1. _____
2. _____

*** END OF RFP DOCUMENT ***



Project Director,
Bihar Eco Tourism Development Society, Patna