

**Govt. of Jharkhand**  
**Forest, Environment & Climate Change Department**  
**Office of the Regional Chief Conservator of Forest, Bokaro Region**  
**Block-B, Van Bhawan, Purulia Road, Chas, Bokaro-827013**

**SHORT TENDER NOTICE (ST No: 01 /2025-26)**

1	<b>Name of the work:</b>	Sealed quotations are invited from eligible Firms/Consultants for the preparation of a Detailed Project Report (DPR), including plan, design, and estimate for the establishment of the Elephant Transit and Treatment Centre at Bokaro Forest Division, Bokaro, Jharkhand.
2	<b>Tender Document Cost:</b>	Rs. 2,000/-
3	<b>Document Availability:</b>	16.03.2026 (10:00 AM) to 20.03.2026 (4:00 PM) at the RCCF Office or online at <a href="https://forest.jharkhand.gov.in/">https://forest.jharkhand.gov.in/</a> .
4	<b>Last Date of Submission:</b>	23.03.2026 up to 04:00 PM.
5	<b>Mode of Submission:</b>	Speed Post / Registered Post / Courier or directly in the Quotation Box at the RCCF Office.
6	<b>Bid Opening Date:</b>	25.03.2026 at 11:00 AM.

For detailed eligibility criteria and terms, please visit <https://forest.jharkhand.gov.in/>.

Sd/-  
**RCCF, Bokaro Region**



**Call for Short Tender for  
“Appointment of Firm/ Consultants  
for the preparation of the  
Detailed Project Report (DPR), including plan, design and  
estimate for the establishment of the  
Elephant Transit and Treatment Centre at  
Bokaro Forest Division,  
Bokaro, Jharkhand”**

**ST No: 01 /2025-26**

Date of issue of the quotation document	16.03.2026 (10:00 am)
Date of Start of Receiving of quotation	17.03.2026 (10:00 am)
Pre Bid Discussion	20.03.2026 (10:00 am)
Due date for submission of Quotation	23.03.2026 (04:00 pm)
Date and time of opening bids (Technical)	25.03.2026 (11:00 am)
Date and time of opening bids (Financial)	25.03.2026 (02:00 pm)

**Regional Chief Conservator of Forest (RCCF),  
Bokaro Region, Jharkhand**

## LETTER OF INVITATION

Sealed quotations are invited from intending Firms/ Individuals for “Appointment of Architects/ Consultants for providing consultancy services for preparation of Detailed Project Report (DPR), including plan, design, engineering drawings and estimate for establishment of the Elephant Transit and Treatment Centre at Bokaro Forest Division, Bokaro, Jharkhand”.

Interested and eligible participants having experience in a similar nature of work are invited for submission of a Detailed Project Report, including Master (Layout) Plan, design and estimate for the establishment of the Elephant Transit and Treatment Centre at Bokaro Forest Division, Bokaro, Jharkhand.

The tender document cost of Rs. 2000/-, which is non-refundable, should be payable by a crossed Demand Draft drawn in favour of the Divisional Forest Officer, Bokaro Forest Division, Bokaro, Jharkhand.

1. Sale of Quotation Papers/ documents will be available in the O/o the RCCF, Bokaro Region, Jharkhand, from dt.16.03.2026, 10.00 AM to 20.03.2026 4.00 PM (during office hours) or online at <https://forest.jharkhand.gov.in/>. The downloaded documents should be submitted along with Cost of Tender documents.
2. Receiving of Quotation Papers will be from the dt. 17.03.2026 (10.00 AM) to 23.03.2026 (04.00 PM).
3. Mode of submission of Quotation is Speed Post/ Registered Post/ Courier/ directly put in the Quotation box of the RCCF Office, only to the address as specified below, during the office hours only. Submission of the Quotation paper through any other mode and a late tender will be rejected.

Address:- RCCF Office, Van Bhawan, Chas, Bokaro, PIN: 827013

4. The Sealed quotation papers shall be opened on Date 25.03.2026 at 11.00 AM by the Selection Committee under the Chairmanship of RCCF, Bokaro Region, Bokaro, Jharkhand. The Bidder or their authorised representatives are at liberty to remain present at the time of opening of the Quotation. Quotation papers found incomplete & received late shall be summarily rejected.
5. The period of the Contract is 01 (one year) from the date of agreement, and further extension may be given based on review of performance, which is at the discretion of the undersigned.
6. The quotation should be submitted in a two-bid system, i.e. “Technical Bid” and “Financial Bid”. The technical bid contains all the information related to his eligibility, along with the cost of tender paper in the appropriate shape. The technical bid and financial bid required to be submitted in two separate envelopes clearly mentioning on top of the envelope “Technical Bid” and “Financial Bid” respectively and both of these should be placed in a big envelope marked with sealed offer must be super scribed in bold letters with “Appointment of Architects/consultants for preparation of Detailed Project Report (DPR), including plan, design and estimate for establishment of the Elephant Transit and Treatment Centre at Bokaro Forest Division, Bokaro, Jharkhand”.
7. The fees will be inclusive of all costs for rendering the services as defined in the “Scope of work”. The “value of work” will be reckoned based on the bill amount accepted by the Divisional Forest Officer, Bokaro Forest Division, Bokaro, Jharkhand, in respect of the executed works for which the consultancy services have been availed.
8. The fees payable for the consultancy services will be linked to the value of projects/ awarded by the Divisional Forest Officer, Bokaro Forest Division, Bokaro, Jharkhand, for which the services of the consultant have been sought. Hence, the

fees or service charges must be quoted in percentage terms (up to 2 decimal points, including all TAX) for the value of works executed by the DFO, Bokaro Forest Division, Bokaro, for which services have been rendered by the applicant.

9. The eligibility criteria and all other terms and conditions will be available on website: <https://forest.jharkhand.gov.in/>.
10. The applicant shall, with prior approval of the DFO, Bokaro Forest Division, Bokaro and within its fees, engage the services of well-qualified staff/specialist/ consultants pertaining to services indicated below and will be broadly responsible for all the following works:
  11. Rendering end-to-end services as required by DFO, Bokaro Forest Division, Bokaro, including consultancy services for various architectural works, i.e. plan/designs or re-design/ drawings/ estimate/ taking statutory approvals/ supervision of animal enclosures, etc.
  12. Liaison with agencies or authorities for any permissions, clearances, etc., if required and incidental to awarded work/assignment.
  13. Bidders who will not meet the eligibility criteria mentioned above will not be considered for further evaluation, and their bids will be out rightly rejected.
  14. The Architectural Consultant will be selected based on evaluation criteria.
  15. The Decision of the Selection Committee, RCCF Office, Bokaro Region about determining the selection of the Applicant / Consultants shall be final. The RCCF, Bokaro Region is not bound to assign any reasons, therefore, and reserves the right to reject any or all offers.
  16. The agency/ firm or Architect or consultant selected for assignment shall be required to execute an agreement on a non-judicial stamp, with the duty of stamp needed (₹ 200/-) in the prescribed format. The agency shall bear the stamp duty. Payment of the professional fee shall be made in a staggered manner commensurate with the progress of work.
14. The authority has the right to reject the offer at any stage of the bid, including the selection process, without assigning any reason thereof.

Sd/-  
RCCF  
Bokaro Region

Sign and Seal

## Section 1

### GENERAL GUIDELINES, ELIGIBILITY AND SELECTION PROCESS

#### I. Pre-Qualification Criteria:

To be eligible for being considered as a Consultant, an applicant should fulfil the following eligibility criteria. During the evaluation of the technical proposals, each bidder will be assessed based on the following pre-qualification criteria. The bidder is required to produce copies of the required supportive documents/ information as part of their technical proposal, failing which the proposals shall be rejected.

##### 1. Eligible Entities

The bidder shall be a competent and experienced:

- Company
- Limited Liability Partnership (LLP)
- Proprietorship Firm

registered in India under:

- Companies Act, 1956 / Companies Act, 2013
- LLP Act, 2008
- or other applicable laws.

Consortium not allowed in the bid.

##### 2. Relevant Project Experience

**The bidder must have successfully completed at least three (03) assignments during the last three (03) years in any of the following areas:**

- Zoo planning or zoo design consultancy
- Wildlife Transit and Treatment Centre Design
- Forest safari or eco-tourism infrastructure planning
- Preparation of Forest conservation plans or eco-restoration of natural areas
- Biodiversity Impact Assessments (BIA)
- Protected area tourism infrastructure planning
- Interpretation centres or nature education facility design

**Out of the above assignments:**

- At least **one (01) project** must have been related to Treatment and Transit Centre/Elephant Camp.
- These projects may include consultancy assignments undertaken for Government Departments, Listed companies, Forest Departments, statutory bodies, or recognized conservation organizations.

The bidder shall submit work orders, completion certificates, or client feedback/satisfaction certificates as documentary proof of the above experience.

##### 3. Financial Capacity

The bidder must have **positive turnover and an average annual financial turnover of at least INR 1 Crore** during any **three financial years between 2021-22 and 2024-25**.

Supporting documents:

- Audited balance sheets
- Chartered Accountant certificate

***Only those Bidders who meet all the Minimum Eligibility Criteria specified above shall qualify for further evaluation. The Proposals of Bidders who do not meet all the Minimum Eligibility Criteria above shall be treated as non-responsive and, therefore, shall be disqualified.***

## **1.2. Documents** (Formats need to be submitted along with TECHNICAL BID)

The bidders have to furnish the following documents duly signed in along with their Technical Proposal:

1. Bid Processing Fee in the form of a Demand Draft or Money Receipt.
2. General Details of the Bidder (SECTION-3).
3. Turnover of the firm/individual during the last three financial years up to 31.03.2025.
4. Minimum Eligibility Criteria Supporting Documents in one bundle.
5. Self-Declaration.
6. Work Experience as consultant for Master planning/designing Elephant Transit and Treatment Centre (TTC) or any other TTC
7. Bid Security (EMD of Rs 100000)
8. Undertaking for not having been blacklisted by any Central/ State Government / Any other Autonomous Bodies/ International & National Organisation in the last 3 years from the Bid submission date on the letterhead of the bidder.
9. Any pending legal issues/ involvement in legal conflicts in the last 3 years.
10. Copy of PAN.
11. Copy of Aadhaar card
12. Copy of IT/GST returns for the last 03 assessment years
13. SHORT TENDER Document duly signed by Bidder's Authorised Signatory.
14. Details of the local office in India.
15. All pages of the proposal, enclosures, and other attachments are signed by the authorised representative of the bidder.

Bidders should submit the required supporting documents as mentioned above. Bids not conforming to the eligibility criteria and non-submission of required documents as listed above may lead to rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, forms, terms & conditions and other important information as mentioned in the SHORT TENDER Document. The proposal must be complete in all respects and **indexed**. Each page should be properly **stapled, tied, numbered** and **signed** by the authorised representative.

## **2. Bid Processing Fee:**

The bidder must furnish as part of technical proposal, the required bid processing fee amounting to Rs. 2000/- (Two Thousand) in form of Demand Draft in favour of the Divisional Forest Officer, Bokaro Forest Division, Bokaro payable at Bokaro issued from any Nationalized/Scheduled Bank as prescribed in the SHORT TENDER failing which the bid will be rejected.

### 3. **Earnest Money Deposit:**

The Bidder shall furnish as part of its Proposal, an EMD of Rs.100000/- (Rupees One Lakh only) in the form of BG/NSC/TDR/POTD pledged in favour of Divisional Forest Officer, Bokaro Forest Division, Bokaro payable at Bokaro issued from any Nationalized/ Scheduled Bank, (the "Bid Security"), returnable not later than 180 days from Proposal Due Date. In case successful bidder is announced, the Bid Security of all unsuccessful bidders shall be returned, while the Bid Security of the successful bidder shall continue to be effective until the successful bidder furnishes the Performance Bank Guarantee (as per the provisions of this SHORT TENDER). The Bid Security shall be forfeited if (a) a successful bidder fails to sign the Agreement for whatever reason, or (b) the bidder withdraws the tender during the validity period of tender.

### 4. **Validity of the Proposal:**

Proposals shall remain valid for a period of 180 (One hundred and eighty) days from the date of opening of the technical proposal. The Authority reserves the rights to reject a proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent.

### 5. **Preparation and Submission of Proposal:**

- I. The quotation should be submitted in two bid system i.e., "Technical Bid" and "Financial Bid". The technical bid contains all the information's relative to his eligibility along with cost of tender paper in appropriate shape as per the format for Technical Bid given in Section 3, Further the "Financial Proposal" should be submitted as per the format for Financial Bid given in Section 4. The technical bid and financial bid required to be submitted in two separate envelopes clearly mentioning on top of the envelope "**Technical Bid**" and "**Financial Bid**" respectively and both of these should be placed in a big envelope marked with The sealed offer must be superscribed in bold letters with "**Appointment of Consultants for plan, design, estimate and project supervision services for construction of Elephant Transit and Treatment Centre under Bokaro Forest Division, Bokaro**".
- II. Mode of submission of Quotation is Speed Post/ Registered Post/ Courier / directly put in the Quotation box of the Division Office only to the address as specified below during the office hour only. Submission of Quotation paper through any other mode and late tender will be rejected. Address:- RCCF Office, Van Bhawan, Chas, Bokaro, PIN: 827013
- III. The Scope of Work to be carried out by the Selected Agency is detailed in Section-2. The Bidders are required to quote for the entire scope of work detailed in Section 2, failing which the Bid will not be considered for evaluation.
- IV. Any deviation from the prescribed procedures / information /formats / conditions shall result in out-right rejection of the proposal. All the pages of the proposal have to be signed by the authorized representative of the bidder. Bids with any conditional offer shall be out rightly rejected. All pages of the proposal must have to be sealed and signed by the authorized representative of the bidder. Any conditional bid will be rejected.

### 6. **Opening of the proposal:**

- I. Completed proposal must be submitted on or before the time and date stated in the Data Sheet.
- II. Opening of Proposals will be done in the presence of bidders for Technical and Financial proposal.

- III. The Financial Proposal will be opened for the shortlisted applicants who qualify for financial opening as per SHORT TENDER.

## 7. Evaluation of Proposal:

A Two-step evaluation process will be conducted as explained below for evaluation of the proposals:

**(i) Technical Evaluation (1<sup>st</sup> Stage):** The 'Technical Proposal' shall be evaluated on the basis of applicant's experience, annual receipt from professional fees/consultancy services, Specific Experience, Qualification/ Experience of Key Personnel proposed, required documents as mentioned below.

**Table 1: Technical Evaluation Criteria**

S No	Evaluation Parameter	Maximum Marks
1.	Experience as Architectural Consultant for Safari Park / Zoo / TTC/ Large Wildlife or Engineering Project (project cost not less than ₹5 Crores). Marking: No of Projects 1-2: 5 Marks; 3-4: 10 Marks; 5-6: 15 Marks; 6+:20 Marks	20
2.	Financial Soundness: Average annual turnover from professional fees (from Indian operations only).	10
3.	Approach & Methodology & Presentation	20
4.	Team Based on relevant Experience	10
	<b>TOTAL</b>	<b>60</b>

**(ii) Qualifying Criteria for being eligible for opening of financial bids:** A bidder must secure a minimum of 50% in the Technical Evaluation for opening of Financial Evaluation.

**(iii) Financial Evaluation (2<sup>nd</sup> Stage):** The Financial Bid shall consist of total % of consultancy fees, to be quoted by the Bidder in the Section-4 of the SHORT TENDER document.

**A combined score of Technical Evaluation with 60% weightage and 40% weightage to Financial Bid (after scaling) will be used for decision about successful bidder.**

**Scaling methodology: a proportional scoring method based on a formulae is to be used. In this method, the lowest evaluated financial bid ( F<sub>m</sub>) will be given maximum financial score of 40 marks. The financial scores of all other valid bidders will be computed proportionally using the formula:**

$$S = ( F_m/F ) \times 40$$

**Where:**

- S = The Financial score awarded to the bidder under consideration
- F<sub>m</sub>= The lowest percentage consultancy fee quoted among all responsive and valid bids
- F = The percentage consultancy fee quoted by the specific bidder under consideration

After acceptance of the offer, hereafter made by the Authority, an Agreement between the Authority and the successful bidder will be entered into, containing all the conditions of this bid document. In this entire procedure provision prescribed by the govt. rules will be followed.

**8. Legal Jurisdiction:**

All legal disputes are subject to the jurisdiction of civil court of Bokaro only.

**9. Governing Law and Penalty Clause:**

The schedule given for delivery is to be strictly adhered to in view of the strict time schedule. Any unjustified and unacceptable delay in delivery shall render the bidder liable for liquidated damages and thereafter the Authority holds the option for cancellation of the contract for pending activities and completes the same from any other Consultant. The Authority may deduct such sum from any money from their hands due or become due to bidder. The payment or deduction of such sums shall not relieve the bidder from his obligations and liabilities under the contract. Failure on bidder's part to furnish the deliverables as per the agreed timeline / milestone will enforce a penalty @ 1% per week, subject to maximum of 10% of the total contract value. The amount will be deducted from the subsequent payment. In addition, the PBG amount may also be forfeited. The decision of the authority placing the contract, whether the delay in development has taken place on account of reasons attributed to the bidder shall be final. In such situations, the firm will be debarred from participation in future bids of this department for next three years from the date of this occurrence and notifications.

## SECTION:2

### TERMS OF REFERENCE (ToR)

#### 1. Scope of Works :

##### 1. Construction of Elephant Transit & Treatment Centre

The scope of the work will include but not limited to the following:

The brief is to prepare Detailed Project Report (DPR) combining innovative design featuring kraal, enclosure, common infrastructure, appropriate boundary, drainage structures, open spaces, to create control yet natural environment for elephants.

The scope of work encompasses a range of activities and considerations to ensure the successful creation of a safe and suitable habitat for the Elephants. Some key elements of the scope of work may include:

- a. Design and Planning: To design kraal and enclosure that replicates the elephant's natural habitat, considering factors such as size, terrain, vegetation, and enrichment features.
- b. Site Preparation: Clear/alter the designated area, level the ground, and ensure proper drainage to create a suitable foundation for the enclosure/boundary.
- c. Fencing and Barriers: Install secure and sturdy fencing systems and reinforced barriers to prevent the elephant from escaping while maintaining visibility for visitors. Ensure compliance with safety standards and regulations.
- d. Landscaping and Vegetation: Incorporate natural elements such as grasslands, shrubs, and trees to create a visually appealing and enriching environment for the Elephant. Consider providing hiding spots, and other features that promote natural behaviours.
- e. Water Features: Design and construct water sources, such as ponds or streams, to provide with opportunities for drinking, cooling off, and engaging in natural behaviours.
- f. Educational Displays: Install informative displays and signage near the enclosure to provide educational insights.
- g. Safety and Security Measures: Implement advanced security systems, including monitoring cameras and alarm systems, to ensure the safety of both the workers and Elephant.
- h. Utilities and Services: Provide necessary utilities, such as water and electricity, for the proper functioning of the enclosure and any associated facilities, including staff areas.
- i. Compliance and Regulations: Ensure compliance with local regulations, and ethical guidelines related to elephant Transit and Treatment Centre construction and operation.
- j. Project Management: Oversee the entire construction process, including coordinating contractors, managing timelines, and ensuring adherence to budgetary constraints.

#### 2. Deliverables

Upon selection of the Firm, the firm would be required to submit the following deliverables to DFO, Bokaro Forest Division, Bokaro, from time to time. The lists of deliverables, which inter alia include but are not limited to, are as follows:

##### **Stage 1: Inception report with concept plan and design brief**

(a) Preparation of inception report containing concept plan and design brief with overall space planning in the form of site layout plans, drawings, sketches, models or a combination thereof, whichever is appropriate, to communicate the concept and make a presentation before the Competent Authority in DFO, Bokaro Forest Division, Bokaro for approval of the same.

(b) Provide necessary clarifications as a compliance requirement for obtaining necessary approvals.

(c) All necessary designs/drawings for obtaining required approvals.

**Stage2: Detailed Design Stage**

(a) Modification of conceptual design incorporating the suggestions/changes proposed by the authority, details based on the approved concept plan, and results of field survey and solid investigation report.

(b) Preparation of preliminary schematic drawings, 3D rendering of all design, walk-through spaces

(c) Preparation of Rough Cost Estimates based on preliminary drawings for approval by the authority.

(d) Provide necessary clarifications as compliance requirements for obtaining necessary approvals and getting required approvals for all necessary designs/drawings.

**Stage3: Preparation of Working Drawings and detailed cost estimate**

(a) Preparation of detailed design report, working drawings, detailed schedule of quantities, detailed schedule of specifications and detailed structural design.

(b) Preparation of detailed estimate of cost(based on Schedule of rates/market rates of Jharkhand)

(c) Preparation and submission of DPR for approval.

**Stage4: Tender Deliverables**

(a) Preparation of Notice Inviting Tender (NIT), including detailed BOQ and Instructions to Bidders.

(b) Assisting in the tendering process and finalisation of work orders.

**Stage5: Construction Stage:**

(a) Construction monitoring, inspection, determining and ensuring compliance with the Technical Requirements, the Performance Standards, management of the progress and certification of measurements and payments during the contract period. Handhold/support for construction drawings, project supervision, cost control, scheduling, risk management, monitoring, auditing, reporting, and ensuring compliance and due diligence required for the project

(b) Assist the implementing authority in conducting regular meetings with contractors, sanctioning authorities and other government entities, etc., as and when required, to discuss progress and issues related to implementation, and prepare minutes for recording and circulation.

(c) Establish all necessary records and the procedures for maintaining/updating such Records for the entire project.

(d) Monitor implementation of mitigation measures for the project, and update the Plan as per requirement.

(e) Review and certify stages of work, preparation and submission of monthly progress reports.

(f) Documentation of various stages of work.

(g) Monitor work programme, identify slacks and slippages and suggest remedial measures in writing.

**Stage6: Post Construction Stage**

Prepare and supply' as built 'completion drawings, including elevations & sections and details of services.

**3. Milestone**

The Commencement of the Consultant's Services will be considered from the date of signing of the agreement. The time period for the completion of services shall be as under:

Sl. No.	Stage	Time Duration (In Days)
1	Stage 1: Site Visit and Preparation of concept Design and its approval	7
2	Stage 2: Preparation of Preliminary Design & Drawings and getting necessary approvals	7
3	Stage3: Preparation of Working Drawings etc., and final cost estimate	14
4	Stage 4: Tender deliverables	14
5	Stage 5: Construction Stage	As per the Construction Schedule
6	Stage6: Post Construction Stage	60 days after completion of work.

#### 4. PAYMENT SCHEDULE

S. No.	Stage	% age of Consultancy fee to be paid
1.	On Completion of Stage-1	15% of total consultancy fee payable
2.	On Completion of Stage-2	20% of total consultancy fee payable.
3	On Completion of Stage-3	20% of total consultancy fee payable.
4	On Completion of Stage-4	20% of total consultancy fee payable.
5	On Completion of Stage-5	20% of total consultancy fee payable.
6	On completion of Stage-6	05% of total consultancy fee payable

#### 5. MEETINGS

The Authority may review with the Consultant any or all of the documents and advice forming part of the Consultancy, in meetings and conferences which will be held at the Authority's office. Further, the Consultant may be required to attend meetings and conferences with pre-qualified bidders or the selected bidder for projects/work.

#### 6. CONSULTANCY TEAM

The Consultancy team for the Core Scope of Services under this SHORT TENDER, i.e. Project Supervision Services, are as follows:

The intending person/firm/organisation/institution/consortium shall have

- a) Zoo/Safari Park planning and designing-Graduate/Post Graduate degree in the related fields, and who have designed at least one zoological park of international reputation in India or abroad costing a minimum of Rs. 10 crores.
- b) Landscape architect-Master's Degree in landscape architecture and having experience of handling a minimum of two similar projects during the past 10 years.
- c) Engineering experts in the field of Civil & Electrical-Graduate/Post Graduate degree in the related disciplines, with a minimum of 10 years of field experience in their respective fields.
- d) Project Architect - Graduate/Post-Graduate degree in the related disciplines with a minimum of 10 years of field experience in their respective fields. Authentic proof, including drawings, photographs, etc., of works executed in support of qualification and experience in respect of each expert shall be produced while submitting the EOI, besides valid certificates.

**Note: The age of the Key Personnel should not be more than 65 years.**

#### 7. Period of Services:

The services of the Consultant will be in phases as per the completion period of the Agreement of the respective Project as per the Project timelines. If, however, the project construction works need more time for its completion, the period of service for consultancy shall be extended as per the requirement of the project on mutually agreed terms.

#### 8. Other Terms and Conditions.

1. Before quoting the fees, the Consultant at his own cost, if desires so, shall visit and inspect the site/s and shall make his own assessment about the site conditions, nature of assignment and type of works to be executed.

2. The Consultant shall depute sufficient number of technical personnel in the project for daily supervision, monitoring, quality control and measurements to ensure smooth progress of the project as scheduled.

3. Transfer of Interest: The Consultants shall not assign, sublet or transfer their interest in this Agreement, without the written consent of the DFO, Bokaro Forest Division, Bokaro.

#### **9. Termination of Agreement.**

1. The agreement herein may be terminated at any time by DFO, Bokaro Forest Division, Bokaro by giving a written notice of One month to the empanelled firm. Even after the termination of their employment, the Consultants shall remain liable and be responsible for due certification of the works done and acts performed till termination and approval of any bills submitted by the contractors at any time in respect of the works executed till such termination. If any winding up proceedings are contemplated or initiated against the Consultants, the DFO Bokaro Forest Division, Bokaro shall be entitled to terminate the agreement and entrust the work to any other Consultant.

2. “If the Consultants cease to carry on business, undergo a change in their business composition resulting in the inability of key consultants to continue performing their obligations under this Agreement, are adjudged insolvent, or become subject to any legal proceedings that may materially affect their performance, this Agreement shall be deemed to be automatically terminated with immediate effect.”

#### **10. Arbitration**

1. If any dispute, differences or question shall at any times arise between the parties as to the construction of this Agreement or concerning anything herein contained or arising out of the Agreement or as to the rights, liabilities and duties of the parties hereunder except in respect of matters for which it is provided hereunder that the decision of the DFO, Bokaro Forest Division, Bokaro is final and binding, the same shall be referred to arbitration and final decision after giving at least 30 days’ notice in writing to the other (hereinafter referred to as the “Notice for Arbitration” clearly setting out the items of dispute) to a sole arbitrator who shall be appointed as hereinafter provided. For this purpose of appointing the sole arbitrator referred to above, the DFO, Bokaro Forest Division, Bokaro shall send to the Architect/ Consultants within thirty days of the “Notice of Arbitration” a panel of three names of persons who shall be presently unconnected with the organization of the DFO Bokaro Forest Division, Bokaro or the Architect/ Consultants.

2. The Consultants shall, on receipt of the names as aforesaid, select any one of the persons so named to be appointed as the Sole Arbitrator and communicate his name to the DFO, Bokaro Forest Division, Bokaro within 15 days of receipt of the names. The DFO, Bokaro Forest Division, Bokaro shall thereupon without any delay appoint the said person as the Sole Arbitrator. If the Architect/ Consultants fail to communicate such selection as provided above within the period specified, the DFO Bokaro Forest Division, Bokaro shall make the selection and appoint the sole arbitrator from the panel notified to the Architect/ Consultants.

3. If the Arbitrator so appointed is unable or unwilling to act or refuses his appointment or vacates his office due to any reason whatsoever another Sole Arbitrator shall be appointed. The arbitration shall be governed by the Arbitration & Conciliation Ordinance 1996 as in force from time to time. The award of the Arbitrator shall be binding and final on the parties. It is hereby agreed that in all

disputes referred to the Arbitration, the Arbitrators shall give a separate award in respect of each dispute or difference in accordance with the terms of reference and the award shall be reasoned award. The fees, if any of the Arbitrator shall, if required to be paid before the award is made and published, be paid in equal proportion by each of the parties. The cost of the arbitration including the fees if any, of the Arbitrator shall be borne and paid by such party or parties to the dispute in such manner or proportion as may be directed by the Arbitrator in the award. The DFO, Bokaro Forest Division, Bokaro and the Architect/ Consultants also hereby agree that the arbitration under this clause shall be a condition precedent to any right of action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

4. The Arbitrator or Arbitrators or Umpire, as the case may be, will be Fellows of the Indian Institute of Architect/ Consultants or Fellow of Institute of Engineers (India). The award of the Arbitrator(s) or Umpires, as the case may be, shall be final and binding upon the parties to the Arbitration.

All disputes arising out of the or in connection with the agreement shall deemed to have arisen in the city where project is being executed & only the said courts in the city shall have the jurisdiction to determine the same.

Sign and Seal of the Bidder

**SECTION:3**  
**I- FORM OF TENDER**

**Date:**

**To**

**RCCF, Bokaro Region.**

Dear Sir/Madam,

**Quotation for “Appointment of Firm/ Consultants for the preparation of the Detailed Project Report (DPR), including plan, design and estimate for the establishment of the Elephant Transit and Treatment Centre at Bokaro Forest Division, Bokaro, Jharkhand**

I/We have read and understood the Request For Proposal (SHORT TENDER) and contents of the quotation document such as Eligibility criteria of applicants, Instructions to the applicants, Services to be rendered by the Consultant, Terms and Conditions of Consultancy, instructions etc. I/We do hereby declare that the information furnished by me/us in the tender document are correct to the best of my/our knowledge and belief.

Our Bankers are:

- i) Name of Account Holder:-
- ii) Name of Bank:-
- iii) Name of Branch and IFSC number

The names of partners/director/proprietor of our firm/company are:

- i) \_\_\_\_\_
- ii) \_\_\_\_\_

(Please submit registration document/partnership deed/Power of Attorney etc.)

Name of the partner/Director/Proprietor of the firm/company Authorized to sign:

- I) \_\_\_\_\_
- II) \_\_\_\_\_

Yours faithfully

Signature & Seal

Place:

Date:

## II: Basic Information

I/ We ..... am/  
are desirous of participating in the bid for Appointment of Consultants for preparation of Detailed Project Report (DPR) for construction of Treatment and Transit Centre for Elephants under Bokaro Forest Division, Bokaro as detailed under scope of work, and hereby apply for the same. I/we give the following details for your consideration:

Sl.	Particulars	Details
1	Name and registered office address, e-mail ID and contact details of the firm	
2	PAN Number	Attached a separate sheet
3	Adhar Card Number	Attached a separate sheet
4	Registration Number	Attached a separate sheet
5	Location of office with proof	Attached a separate sheet
6	Name, qualification and experience of technical experts	
7	Turnover of the firm/Individual during the last three financial years.	Attached a separate sheet
8	Important projects executed during the last 10 years by the Firm/ Individual, with the estimated cost of each project. The work orders/ completion certificates from clients are to be enclosed	Attached a separate sheet
9	IT Return form no 16 FY for last three years	Attached a separate sheet
10	Original DD of processing fees Rs. 2000/-	Attached a separate sheet
11	Original DD of EMD money of Rs. 1,00,000/-	Attached a separate sheet

Sign and Seal of the Bidder

### **III - List of Documents to be Submitted**

1. Tender Document Cost and Bid Processing Fee in the form of a Demand Draft of Rs. 2000/- or alongwith technical bid
2. Turnover of the firm/ individual during the last three financial years up to 28.02.2026.
3. General Work experience certificate as per the eligibility criteria.
4. Self-Declaration.
5. Bid Security (EMD as applicable Rs.1,00,000/-).
6. Undertaking for not having been blacklisted by any Central/ State Government/ Any other Autonomous Bodies/ International & National Organization in the last 3 years from the Bid submission date on the letterhead of the bidder.
7. Any pending legal issues/ involvement in legal conflicts in last 3 years.
8. The Copy of PAN & Aadhaar card.
9. The Copy of the Aadhaar card.
10. The Copy of the registration of the architect or collaboration with the architect.
11. The Copy of the IT returns for the last 03 assessment years
12. The SHORT TENDER Document is duly signed by the Bidder's Authorised Signatory.
13. The Details of the local office in India.

Sign and Seal of the Bidder

**SECTION:4**

**PRICE BID**

**“Appointment of Firm/ Consultants for the preparation of the Detailed Project Report (DPR), including plan, design and estimate for the establishment of the Elephant Transit and Treatment Centre at Bokaro Forest Division, Bokaro, Jharkhand**

<b>S I N O</b>	<b>Particulars</b>	<b>Scale of Fee to be quoted by Consultant as percentage (%) of project cost (upto 2 decimal places)(both in words and figures)</b>
1	Conceptual drawings with up to 03 alternates design as per requirement, Preparation of plan, design & detailed estimate after site visit and measurements, BoQ with sufficient architectural 2D/3D design Elephant Transit & Treatment Centre. Supervision with sufficient site visits, including obtaining all necessary Permissions and compliance documents.	In fig(%): In words:

Note:

- i. Consultancy Fees to be quoted inclusive of all Taxes as per scope of work and tender conditions including all overheads. GST will be paid deduction from the consultancy services

Sign and seal of the Bidder

**SELF DECLARATION**

I/We have read and understood all instructions/conditions and I/We have taken into account the above instructions/conditions while quoting the rates.

Place: Date:

Name, Address and Seal of the Consultant

Sign and Seal of the Bidder