



ODISHA FORESTRY SECTOR DEVELOPMENT SOCIETY

SFTRI Campus, At/Po-Ghatikia, Bhubaneswar-751 029

Ph: 0674-2386016, website: www.ofsds.in



RFP No: 01/2023

Date: 08.05.2023

ADVERTISEMENT

REQUEST FOR PROPOSAL (RFP) ON ACCRUAL AND TRADING OF CARBON CREDITS FROM PROJECTS UNDER ODISHA FORESTRY SECTOR DEVELOPMENT SOCIETY (OFSDS)

Odisha Forestry Sector Development Society (OFSDS) invites proposals for engaging a Consultant for Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS). The proposals are invited in the prescribed format from the interested and experienced Organizations/ Consortiums/ Entrepreneurs and Institutions from Government and Non- Government Sector. The RFP may be downloaded from the website www.ofsds.in

The Proposal duly completed in the prescribed forms and formats along with all supporting documents as per instructions indicated the RFP Document must reach by Speed Post / Registered Post / Courier only at Project Management Unit, OFSDS, latest by 12th June, 2023, 11.00 hrs IST.

-Sd-

Deputy Project Director (A&F)
OFSDS



**Odisha Forestry Sector Development Society,
Department of Forest, Environment and Climate
Change, Government of Odisha**

Request for Proposal

on

**Accrual and Trading of Carbon Credits from Projects
under**

Odisha Forestry Sector Development Society (OFSDS)

Tender Document No: 01/2023

Dated: 08.05.2023

Issued By:

PMU-OFSDS

SFTRI Campus, Ghatikia, Bhubaneswar-751029

Phone: 0674-2386084,

Visit us: www.ofsds.in

Request for Proposal

PMU-OFSDS, Department of Forest, Environment and Climate Change, Government of Odisha, invites sealed proposals from eligible bidders to carry out **Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)**

Bidders fulfilling the prescribed eligibility criteria of the RFP can access and download the complete RFP Document and other details from **www.ofsds.in**

The critical dates in the bid process are:

S. No.	List of Key Events	Critical Dates
1	Date of Issue of RFP	08.05.2023
2	Date of Online Submission of Pre Bid Queries	17.05.2023 up-to 11:00 hrs IST
3	Date of Reply to Pre Bid Queries by the Email and uploading in OFSDS Website	23.05.2023 by 11:00 hrs IST
4	Last Date and Time for Submission of Technical and Financial Proposal	12.06.2023 up-to 11:00 hrs IST
5	Date of Opening of Technical Proposal	12.06.2023 at 12:00 hrs IST
6	Date of Opening of Financial Proposal	To be intimated separately

The proposal complete in all respects must reach the address given below by Speed Post/ Registered Post / Courier only latest by 12.06.2023 up to 11.00 hrs IST in a sealed envelope clearly mentioning on the top of it –**Request for Proposal - Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)**

Proposals received beyond the last date and time will be rejected. The authority reserves the right to reject any/ all proposals without assigning any reason thereof.

Address for Submission of Proposal:

The PCCF (Projects) and Project Director,
Odisha Forestry Sector Development Society,
SFTRI Campus, Ghatikia, Bhubaneswar-
751029

Disclaimer

The information contained in this Request for Proposal (hereinafter referred to as –Bid Document provided to the Bidders, by the Odisha Forestry Sector Development Society, Department of Forest, Environment and Climate Change, Government of Odisha, is provided to the Bidder(s) on the terms and conditions set out in this Bid Document and all other terms and conditions subject to which such information is provided.

The purpose of this Bid Document is to provide the Bidder(s) information for submitting the proposal for **Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)**.

This Bid Document does not purport to contain all the information each Bidder may require.

This Bid Document may not be appropriate for all persons, and it is not possible for the OFSDS to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this Bid Document.

Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability, and completeness of the information in this BID document and wherever necessary obtain independent advice from appropriate sources. OFSDS, make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or Completeness of the Bid document.

OFSDS, Department of Forest, Environment and Climate Change, Government of Odisha, may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Bid document.

Bidder's Data Sheet

S. No.	Particulars	Details
1	Name of the Client	PMU-Odisha Forestry Sector Development Society, Department of Forest, Environment and Climate Change, Government of Odisha
2	Name Of the Assignment	Request for Proposal Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)
3	Method of Selection	Quality and Cost Based Selection (QCBS) Method
4	Availability of RFP Document	www.ofsds.in
5	Date of Issue of RFP	08.05.2023
6	Date of Online Submission of Pre Bid Queries	17.05.2023 up to 11:00 hrs IST (E-mail for Pre- Bid Proposal Query: spmcbid.ofsdp@gmail.com)
7	Date of Reply to Pre Bid Queries through Email and OFSDS Website	23.05.2023 at 11.30 hrs IST
8	Last Date and Time for submission of Technical and Financial Proposal (Sealed Envelope)	12.06.2023 at 11.00 hrs IST
9	Date of opening of Technical Proposal	12.06.2023 at 12.00 hrs IST
10	Date of opening of Financial Proposals	To be intimated separately
11	Bid Processing Fees (Non-Refundable)	Rs. 25,000/- (Rs. Twenty Five thousand Only) by Demand Draft/ Banker's Cheque from any scheduled commercial bank in favor of "PROJECT DIRECTOR, OFSDP PHASE-II" payable at Bhubaneswar
12	Earnest Money Deposit (EMD) (Refundable)	Rs. 5,00,000/- (Rs. Five Lakhs only) in shape of Demand Draft/ Banker's Cheque from any scheduled commercial bank in favor of "PROJECT DIRECTOR, OFSDP PHASE-II" payable at Bhubaneswar
13	Address for Submission of Proposal	The PCCF (Projects) and Project Director, Odisha Forestry Sector Development Society, SFTRI Campus, Ghatikia, Bhubaneswar – 751029, Khurda, Odisha
14	Mode of Submission of Proposal	Speed Post/ Registered Post/ Courier/by hand only to the address as specified above during office hours only. Submission of bid through other mode and late bid shall be summarily rejected.
15	Place of Opening of Technical Proposal	PMU Building, Odisha Forestry Sector Development Society, SFTRI Campus, Ghatikia, Bhubaneswar – 751029, Khurda, Odisha

Section 1: Information to the Bidders

1. Document Availability

This bid document consisting of qualifying information, eligibility criteria, set of terms and conditions of the contract and other related details which can be seen/downloaded from the website www.ofsds.in as per the schedule and other Information. The information pertaining to key dates and EMD are given in the Bidders data sheet above.

2. Definitions

Unless the context otherwise requires, the following terms whenever used in this RFP document have the following meaning:

- a. "Request for Proposal" means Bid Document.
- b. "Bidder" means Agency/ Organization/ Firm/ Company/ Consortium/ JV which submits proposal in response to this RFP document.
- c. "Consultant" means Independent Agency/ Organization/ Firm/ Company/ Consortium/ JV, selected through competitive process in pursuance of this RFP, for providing the services under the Contract for the assignment.
- d. "Project" means Projects implemented by Odisha Forestry Sector Development Society (OFSDS)
- e. "PMU- OFSDS" means Project Management Unit, Odisha Forestry Sector Development Society.
- f. "Contract" means the Contract entered into by the parties: Consultant and OFSDS for Assignment contracted out by OFSDS
- g. "Proposal" means proposal submitted by Bidder in response to the RFP issued by OFSDS.
- h. "Services" means the work to be performed by the party pursuant to this RFP and to the Contract to be signed by the parties in pursuance of any specific assignment awarded by PMU-OFSDS.
- i. "Client" means Project Management Unit, Odisha Forestry Sector Development Society.

3. Period of Contract

The period of contract shall be for a period of 3 years with completion of at least first crediting and trade cycle for each selected Project under OFSDS. The contract period is extendable on mutual agreement of both the parties subject to satisfactory performance of the consultant.

If the selected agency fails to perform the functions as agreed upon in the contract to be signed with PMU-OFSDS or commit breach of any of the terms and conditions, provisions, or stipulations of the contract, OFSDS shall take appropriate action including termination and/or debarring / blacklisting of the Consultant from further assignment to be taken up at national level.

4. Pre-Qualification /Eligibility Criteria:

The Request for Proposal is open to all bidders who qualify according to the eligibility criteria given below and the bidders must produce the required supportive documents/information as indicated against each as part of their technical proposal.

S. No.	Basic Requirement	Specific Requirement	Supporting Documents Required
1	Legal Entity	Single entity legally registered under appropriate authority in India. The bidder must be registered under GST Act 2017. Consortium or JV is allowed. In the case of Consortium or Joint Venture (JV) the lead entity must be clarified.	a. Copy of certificate of Incorporation/Registration. (in case of consortium /JV the Copy of certificate of incorporation between all entities must be attached. b. Copy of GST Registration c. Copy of valid PAN
2	Required Experience of the Bidder	The bidder should have 02 years or more of existence and 02 years of experience in the field of development of Accrual and Trading of Carbon Credit projects as on 1st April 2023.	Copies of engagement such as MoU/ Work Order / Contract Document/ Completion Certificate
3	Turn Over	The bidder should have an average annual turnover of more than Rs. 5 Crores during the past two Financial Years (2020-21 and 2021-22).	Copies of audited balance sheet and profit and loss account with all schedules and a turnover certificate certified by the Chartered Account and by the bidder along with the acknowledgement of Income Tax return as proof and duly sealed (TECH A-3)
4	Bid Processing Fee (Non-Refundable)	The applicant should furnish a Bid Processing Fee of Rs. 25,000 (Rs. Twenty Five Thousand Only) in the form of Demand Draft or Banker's Cheque in favor of "PROJECT DIRECTOR, OFSDS payable at Bhubaneswar"	Original Demand Draft/ Banker's Cheque in favor of Project Director, OFSDS
5	Earnest Money Deposit (EMD) (Refundable)	The applicant should furnish an Earnest Money Deposit (EMD) of Rs. 5,00,000/- (Rs. Five Lakhs Only) in the form of Demand Draft or Banker's Cheque in favor of "PROJECT DIRECTOR, OFSDS payable at Bhubaneswar"	Original Demand Draft/ Banker's Cheque
6	Affirmative statement	Bidder shall furnish an affirmative statement as to the non- existence of any potential conflict of interest on the part of the bidder due to prior, current, or proposed agreements, engagements, or affiliations with the Client.	Self-Declaration from the Bidder as per the format (TECH A-4)
7	Blacklist	The bidder should not have been banned/blacklisted/debarred/suspended by the World Bank/JICA / Central Government / any State Government/ Government Organization/Financial/ Institution/ Court/ Public Sector Unit in India. The same shall also be furnished by the Foreign/ International Entities.	Self-Declaration by the Authorized representative on the bidder's letterhead TECH A-5).

8	Submission of Details of offices in India and Abroad	The Bidder shall submit the contact details including email address, contact numbers and address of the Indian and foreign Offices	Bidder's Organization Details (TECH A-2)
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5. Documents to be submitted along with Technical Proposal (Part-A):

The bidders must furnish the following documents duly signed on each page along with their Technical Proposal:

S. No.	Name of the Document
1	Filled in Bid Submission Check List in Original (Annexure-I)
2	Covering letter on Bidder's letterhead requesting to participate in the bid process. (FORM TECH A-1)
3	Bid Processing Fee and Earnest Money Deposit (EMD) in sealed envelop
4	Copy of Certificate of Incorporation/ Registration/ Consortium/ JV
5	Copy of PAN
6	Copy of Goods and Services Tax Identification Number (GSTIN)
7	Copies of IT Return for the last two financial years (2020-21 and 2021-22) duly certified by the Chartered accountant of the Bidder
8	General Details of the Bidder FORM TECH A-2
9	Financial Details of the Bidder along with all the supportive documents as applicable duly signed as per the instruction. FORM TECH A-3
10	Self-Declaration regarding Conflict of Interest. FORM TECH A-4
11	Self-Declaration by the Authorized representative on the bidder's letterhead- Not banned /debarred/ Blacklisted/ Suspended Form TECH A-5.
12	Bidder's Experience of working on accrual and trading of Carbon Credits in the areas of Climate Change and/or forestry sectors with governments in India/States or wholly/ partly-owned government organizations and enterprises in India (Assignments undertaken during 1st April 2013 to 31st March 2023) along with copies of brief description /contracts / work orders / completion certificate from previous clients. Form TECH A-6
13	Bidder's Experience of working on accrual and trading of Carbon Credits in the areas of Climate Change with international agencies/Bilateral agencies funded projects, in the areas of Climate Change and/or forestry sectors along with copies of Brief description /contracts / work orders / completion certificate from previous clients (Assignments undertaken during 1st April 2013 to 31st March 2023) Form TECH A-7.
14	Number of registered VCS projects/CDM/GS Programme in Carbon Credit generation with communities and/or in projects related to agriculture, forestry and allied sectors (Projects in biogas, cookstove, forestry, agriculture) during the last ten years(1st April 2013 to 31st March 2023) where carbon credit has been claimed and traded successfully. Form TECH A-8
15	Approach and Methodology, Time line and work plan and Proposed team Composition led by Project coordinator. Form TECH A-9
16	Bidder Organization (Brief Profile) Form Tech A -10
17	Comments and Suggestion/s by the Bidder on TOR, Scope of Works and facilities to be provided by OFSDS Form Tech A-11

It may be noted that the non- annexing of any of the above listed document with the bid may/ will result in outright rejection of the bid.

6. Bid Processing Fee:

The bidder must furnish, as part of the technical proposal, the required

bid processing fee amounting to Rs. 25,000/- (Rupees Twenty- Five Thousand Only) in shape of Demand draft / Banker's Cheque from any scheduled commercial bank in favor of “**PROJECT DIRECTOR, OFSDP PHASE-II**”, payable at Bhubaneswar. The bids received without bid processing fee shall be rejected.

7. Earnest Money Deposit (EMD) :

The bidder must submit, as part of the technical proposal, an Earnest Money Deposit (EMD) amounting to **Rs. 5,00,000/- (Rupees Five Lakhs Only)** in shape of Demand Draft / Banker's Cheque from any scheduled commercial bank in favor of “**PROJECT DIRECTOR, OFSDP PHASE-II**” payable at Bhubaneswar. **The bid not accompanying EMD shall be liable to be summarily rejected.** The EMD will not carry any interest. The EMD of unsuccessful bidders shall be refunded after finalization of selection process and award of contract. The EMD of the successful bidder will be released only after furnishing of the required Performance Bank Guarantee (PBG) and signing of the contract. The EMD will be forfeited on account of the following reasons:

- a. The bidder withdraws its proposal during the bid validity period as specified in RFP.
- b. Bidder has submitted false information in support of its qualification.
- c. Any other circumstance which holds/ hinders/ comes in conflict with the interest of the OFSDS during the overall selection process.

8. Validity of the Proposal:

Proposals shall remain valid for a period of **180 (One Hundred Eighty Days)** from the date of opening of the Technical Proposal. OFSDS reserves the right 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.

9. Pre-Bid Clarifications:

Bidders can submit their queries in respect to the RFP via e-mail at spmcbid.ofsdp@gmail.com till 17.05.2023 up to 11.00 hrs IST. Clarifications to the above will be uploaded in the project website (www.ofsds.in) for information of the bidders. Queries submitted beyond the above deadline will not be entertained.

10. Submission of Proposal:

The Bidders must submit their proposals by **Registered Post/ Speed Post/ Courier/By hand** only to the specified address on or before the last date and time for submission of proposals as mentioned in Bidder Data Sheet. The OFSDS will not be responsible for postal delay/ any consequence in receiving of the proposal. The proposal must be submitted in two parts. Each part should be separately bound with no loose sheets. Each page of the two parts should be page numbered and in conformation to the eligibility qualifications and clearly indicated using an index page. The Client shall not consider any proposal that arrives after the deadline as prescribed in the Bidder Data Sheet. Proposals sent

by emails/fax shall be summarily rejected.

The procedure for submission of the proposal is described below:

a. Technical Proposal (Part – A:- (Original + three Copies) + Soft Copy in Word format in CD/Pen drive):

The envelope containing technical proposal (Part-A) shall be sealed and superscripted as -**Technical Proposal – Request for Proposal - Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)**. The duly filled-in technical proposal submission forms, soft copy in Word format in CD/Pen drive along with all the supportive documents and information must be furnished as part of technical proposal as per the requirement.

The Bid Processing Fee and the Earnest Money Deposit are to be kept in separate envelope duly labelled as **FEE for RFP** and this envelope is to be enclosed in the Technical Proposal.

b. Financial Proposal Part B (1 Copy in Original in sealed cover envelope in Hard Copy, No Soft copy is to attached)

The envelope containing financial proposal shall be sealed and superscripted as -**Financial Proposal - Request for Proposal- Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)**.

The duly filled-in Financial Proposal submission forms should contain the detailed price offer for the proposed assignment and must be furnished as per the prescribed format (**Form Fin-B- 1**)

It may be noted that the Financial Proposal shall be opened on a predeclared date, the bidders may join the Financial Proposal opening event.

- a. The "**Technical Proposal**" and "**Financial Proposal**" must be submitted in two separate sealed envelopes (with respective marking in bold letters) along with the prescribed formats/information mentioned in the RFP Document. The first envelope must be marked as "**Technical Proposal (Name of the Assignment)**" and it should contain Technical Proposal (part A) and Second Envelope marked as **Financial Proposal (name of the assignment)** and it should contain Financial Proposal (Part B)
- b. All the pages of the proposal and enclosures/attachments are to be signed and page numbered.
- c. Bid not complying with any of the above requirement, will be out rightly rejected

The two different envelopes, i.e. **Part-A and Part-B, should be bound together and furnished inside one main envelope** with the following details

Name of the Assignment: Bid for Request for Proposal - Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)
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<i>Tender Number and Date:</i>

Deadline for Submission of Bid:
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Name and Address of the Bidder

Any deviation by the Bidders from the prescribed procedures / information / formats / conditions shall result in rejection of the proposal. All the pages of the proposal must be sealed and signed by the authorized representative of the bidder. Bids with any conditional offer shall be rejected.

11. Opening of the Proposal:

The OFSDS will constitute an Evaluation Committee to evaluate the proposals submitted by bidders. OFSDS may seek clarifications from the bidders on any issues arise from the technical bid through mail or letter/s. The bidders will be requested to make a presentation before OFSDS for evaluation purposes.

The Second Envelope containing **Financial Proposal** only of the **technically qualified bidders** will be opened after completion of Technical Evaluation stage. The date and time for opening of the financial proposal will be intimated to the technically qualified bidders well in advance. The technically qualified bidders or their authorized representatives may attend the financial bid opening event.

12. Evaluation of Proposal:

A three-stage evaluation process will be adopted as explained below for evaluation of the proposals:

a. Preliminary Evaluation (1st Stage): Preliminary evaluation of the proposals will be done to determine whether the proposals comply to the prescribed eligibility criteria and the requisite documents / information have been properly furnished by the bidder or not. This will be based on the details and documents submitted by the bidder given from serial number 1-11 given in the table in para number 5 above.

b. Technical Evaluation (2nd stage): The qualified bidders who qualify in 1st stage will be evaluated based on the details and documents submitted by them given in serial number 12-17 of the table given in para number 5 above. The evaluation sheet and weightage are given below.

Technical Evaluation: Total 100 Marks (the qualifying marks are 70 marks):

The Technical proposal will be evaluated for those bidders who qualify the preliminary evaluation stage. Technical evaluation of the proposals of the qualified bidders shall be made as per the following technical parameters:

S. No.	Bid Evaluation Parameter	Scoring Criteria	Maximum Mark
1	The Bidder's experience in terms of years related to successful Accrual and Trading of Carbon Credits while working with governments of India/States or wholly/ partly-owned government organizations and enterprises in India and abroad. (Assignments undertaken during 1st April 2013 to 31st March 2023).	Upto 02 years = 04 Marks More than 02 to 03 years = 06 Marks More than 03 to 04 years = 08 Marks More than 04 years = 10 Marks	10
2	The Bidder's experience in terms of number of Projects related to successful Accrual and Trading of Carbon Credits of working with governments of India/States or wholly/ partly-owned government organizations and enterprises in India. (Assignments undertaken during 1st April 2013 to 31st March 2023).	Upto 03 no. of Projects = 03 Marks 04 to 06 no. of Projects = 05 Marks 07 to 09 no. of Projects = 07 Marks 10 to 12 No. of Projects = 09 Marks 13 and Above no. of Projects = 12 Marks	12
3	The Bidder's average annual turnover of more than Rs. 5 Crores during the past two Financial Years (2021-22 and 2022-23).	Rs. 05 to 10 Crores = 05 Marks Rs. 10 Cr to Rs. 20 Cr = 07 Marks Above Rs. 20 Cr = 10 Marks	10
4	Bidder's Experience of working on accrual and trading of Carbon Credits in the areas of Climate Change and/or forestry sectors with governments in India/States or wholly/ partly-owned government organizations and enterprises in India (Assignments undertaken during 1st April 2013 to 31st March 2023)	01 project = 03 Marks 02 Projects = 04 Marks 03 and Above no. of Projects = 05 Marks	05
5	Number Carbon Credits Accrued and Traded in VCS projects/ CDM/ GS Programme with communities and/or in projects related to agriculture, forestry and allied sectors (Projects in biogas, cookstove, forestry, agriculture, etc.) during the last ten years (1st April 2013 to 31st March 2023) where carbon credit has been claimed and traded successfully	Upto 50,000 no. of Carbon Credits = 05 Marks 50,001 to 1,00,000 no. of Carbon Credits = 10 Marks 1,00,001 to 1,50,000 no. of Carbon Credits = 12 Marks 1,50,001 and Above no. of Carbon Credits = 15 Marks	15
6	Adequacy and quality of the proposed methodology (2500 to 3000 words), and work plan and time line in response to the Terms of Reference (TOR) along with the CV of the Project Co-ordinator for the assignment.	Approach and Methodology = 10 Marks Time line & work plan = 10 Marks CV of Project coordinator = 05 Marks Power Point Presentation on the proposal = 15 Marks	40

7	Presence in India- No. of Offices in India	No. of Offices in India 01 No. = 01 marks 02 No. = 02 marks 03 No.= 03 marks 04 No.= 04 marks	04
8	International Presence- Offices outside India	No. of Offices outside India 01 No. = 01 marks 02 No. = 02 marks 03 No.= 03 marks 04 No.= 04 marks	04
Grand Total			100

Bidders have to prepare a presentation as a part of the Technical Proposal (2nd stage). The objective of the presentation is to enable the Client to evaluate the bidders about their understanding and preparedness for the proposed assignment. The bidder whose Technical Proposal secures **a score above minimum qualifying mark of 70 (Seventy)** in the Technical Evaluation stage will be qualified for opening of the financial proposal. The Financial Proposals of the technically qualified bidders will be opened on the date and time mentioned in the Bidder's Data Sheet.

c. Financial Evaluation (3rd Stage):

The Financial Proposals of the technically qualified bidders shall only be opened at this stage in the presence of the bidder's representative who wishes to attend the meeting with a prior proper authorization letter. The name of the bidder along with the quoted financial price will be announced during the meeting. It may be noted that the criteria for the present assignment will be on the Revenue Sharing percentage accrued from Carbon trading with clear detailing of costs in the consultant's share. Hence, during the Financial Evaluation the marks will be based on Revenue Sharing percentage between OFSDS and the Consultant.

13. Evaluation Process:

The Combined Quality and Cost Based Selection (CQCBS) method will be followed during the overall selection process. Based on the evaluation of Technical Proposal, the technically qualified bidders shall be ranked highest to lowest Technical Score **(TS)** in accordance with the marks obtained during the Technical Evaluation stage. There shall be **70%** weightage to technical score and **30%** weightage to financial score.

So, the formula of QCBS score shall be as following (example)

$$\text{Combined Score (CS)} = \text{Technical Score (TS)} \times 70\% + \text{Financial Score (FS)} \times 30\%$$

$\text{FS} = (F_{\text{Min}} / F_{\text{B}})$ where F_{Min} is the Minimum (Least) Revenue Percentage of all the Bidders and F_{B} is the Revenue Share of the Bidder under Consideration.

For Example: (only indicative), if the Scores of 4 Bidders is as follows:

S. No.	Bidder's Name	Technical Score (TS)	Revenue Share of the Bidder's	Remarks
1	A	71	50 %	Technically Qualified for opening of Financial Bids
2	B	78	40 %	
3	C	80	45 %	
4	D	65	55 %	Technically disqualified

The Calculations is given below:

$$F_{\text{Min}} = 40 \%$$

Bidder A

Technical score is 71(Technically qualified)

Bidder's Revenue Share after the gross revenue realization = 50%

$$FS = (F_{\text{Min}} / F_{\text{B}}) \times 100 = (40/50) \times 100 = 80$$

$$\text{Combined Score} = 0.7 \times 71 + 0.3 \times 80 = 49 + 24 = 73$$

Bidder B

Technical score is 78. (Technically qualified)

Bidder's Revenue Share after the gross revenue realization = 40%

$$FS = (F_{\text{Min}} / F_{\text{B}}) \times 100 = (40/40) \times 100 = 100$$

$$\text{Combined Score} = 0.7 \times 78 + 0.3 \times 100 = 56.4 + 30 = 84.6$$

Bidder C

Technical score is 80. (Technically qualified)

Bidder's Revenue Share after the gross revenue realization = 45%

$$FS = (F_{\text{Min}} / F_{\text{B}}) \times 100 = (40/45) \times 100 = 88.9$$

$$\text{Combined Score} = 0.7 \times 80 + 0.3 \times 88.9 = 56 + 26.7 = 82.7$$

Bidder D

Technical score is 65. (Technically disqualified). Hence not evaluated further.

From the above calculations, the bidder C has scored the highest so is finally selected.

15. Taxes:

Taxes, as per the prevailing tax rates and as applicable, will be deducted from the Sale Value of Carbon Credits value and will be payable by the Consultant from his/ their share. After deduction of Taxes the Revenue sharing will be calculated at the agreed rates.

16. Performance Bank Guarantee: (PBG)

Within 15 days of notifying the acceptance of proposal for the award of

contract, the qualified bidder shall have to furnish a Performance Bank Guarantee amounting to **INR 5,00,000 (Rs Five Lakhs)** from a scheduled commercial bank In India in favor of **“PROJECT DIRECTOR, OFSDS** as per the format at **Annexure- 2 in Section 4**, for a period of a total of the contract period and three months beyond the entire contract period (i.e. PBG must be valid from the date of effectiveness of the contract to a **period of 3 months beyond the contract period**) as its commitment to perform services under the contract. Failure to comply with the requirements shall constitute sufficient grounds for the forfeiture of the PBG. The PBG shall be released immediately after three months of expiry of contract provided there is no breach of contract on the part of the qualified bidder. No interest shall be paid on the PBG.

17. Contract Negotiation:

Contract Negotiation will be held at a date, time and address as intimated to the successful bidder. The bidder will, as a pre-requisite for attendance at the negotiations, confirm all technical protocols to be undertaken for the assignment and deployment of technical personnel/ team. Negotiation will be performed covering technical and financial aspects.

18. Award of Contract:

After completion of the contract negotiation stage, the OFSDS will notify the successful bidder in writing by issuing an offer letter for signing of the contract and promptly notify all other bidders about the result of the selection process. The successful bidder will be asked to sign the contract after fulfilling all formalities within 15 days of issuance of the offer letter. After signing of the contract, no variation or modification of the terms of the contract shall be made except by written amendment signed by both the parties. ***Sub-contracting / outsourcing of any form shall not be allowed for any activities under the scope of the work as mentioned in this RFP.***

19. Conflict of Interest:

Conflict of interest exists in the event of:

- (i) conflicting assignments, including implementing, providing consultation, monitoring, and evaluation/environmental assessment of the same project by the eligible bidder;
- (ii) Consultants, agencies or institutions (individuals or organizations) who have a business or family relation with the Client directly or indirectly; and
- (iii) practices prohibited under the anti-corruption policy of the Government of India and Government of Odisha. The bidders are to be careful so as not to give rise to a situation where there will be any conflict of interest with the Client as this would amount to their disqualification and breach of contract.

20. Disclosure:

- a. Bidders have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the bidder or termination of its contract.
- b. Bidders must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency, or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.
- c. Bidders must disclose if they have been convicted of, or are the subject of any proceedings relating to:
 - a criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct.
 - corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract.
 - Failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

21. Anti-corruption Measure:

- a. Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- b. A recommendation for award of Contract shall be rejected if it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

22. Language of Proposals:

The proposal and all related correspondence exchanged between the bidder and the Client shall be written in the **English** language. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy, in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

23. Cost of Bidding:

The Bidder shall bear all costs associated with the preparation and

submission of its proposal. The Client shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. Bidder/s are not allowed to submit more than one proposal under the selection process. Alternate bids are also not allowed.

24. Legal Jurisdiction:

All legal disputes are subject to the jurisdiction of the Orissa High Court, Cuttack.

25. 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 Agency liable for liquidated damages and thereafter the Client holds the option for cancellation of the contract for pending activities and completes the same from any other agency. The rights and obligations of the Client and the Agency under this contract will be governed by the prevailing laws of Government of India and Government of Odisha. Failure on Consultant's part to furnish the deliverables as per the agreed timeline will enforce a penalty @ **1% per week subject to maximum of 10% of the total contract value**. In case delay in the delivery of services is found not attributed to the Consultant, the penalty may be waived.

26. Confidentiality:

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any bidder of confidential information related to the process may result in rejection of its proposal and may be subject to the provisions of the Client's antifraud and corruption policy. During the execution of the assignment except with prior written consent of the Client, the bidder or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

27. Amendment of the RFP Document:

At any time before submission of proposals, the Client may amend the RFP by issuing an addendum through OFSDS website. Any such addendum will be binding on all the bidders. To give bidders reasonable time in which to take an addendum into account in preparing their proposals, the Client may, at its discretion, extend the deadline for the submission of the proposals.

28. Client's right to accept any proposal, and to reject any or all proposal/s

The OFSDS reserves the right to accept or reject any proposal, and to annul or amend the bidding / selection / evaluation process and reject all proposals at any time prior to award of contract award, without assigning any reason thereof and thereby incurring any liability to the bidders.

29. Copyright, Patents and Other Proprietary Rights:

Odisha Forestry Sector Development Society under Department of Forest, Environment and Climate Change, Government of Odisha shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights and trademarks, with regard to documents and other materials which bear a direct relation to or are prepared or collected in consequence or in the course of the execution of this contract. At the Client's request, the Agency shall take all necessary steps to submit them to the Client in compliance with the requirements of the contract.

30. Replacement of Personnel:

The professionals to be deployed under this contract must be dedicated in nature. However, the Client reserves the right to request the Agency to replace the assigned person/ personnel if they are not performing to a level of satisfaction. If, for any reason beyond the reasonable control of the Agency, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the personnel, the Agency shall forthwith provide as a replacement a person of equivalent or better qualifications. After written notification, the Agency will provide CV of appropriate candidates within Seven **(7) days** for review and approval. The Agency must replace the personnel within seven (7) working days from the date of approval of replacement. If one or more key personnel become unavailable / leave the project for any reason midway under the contract, the Agency must notify the Client at least fourteen **(14) days** in advance, and obtain the approval prior to making any substitution. In notifying the Client, the Agency shall provide an explanation of circumstances necessitating the proposed replacement and submit justification and qualification of replacement personnel in sufficient detail to permit evaluation of the impact on the engagement. Acceptance of a replacement person by the Client shall not relieve the Agency from responsibility for failure to meet the requirements of the contract.

31. Force Majeure:

For purpose of this clause, "*Force Majeure*" means an event beyond the control of the Agency and not involving the Agency's fault or negligence and not foreseeable. Such events may include, but are not restricted, wars or revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the Agency, which prevents or delays the execution of the order by the Agency. If a Force Majeure situation arises, the Agency shall promptly notify Client in writing of such condition, the cause thereof and the change that is necessitated due to the condition. Until and unless otherwise directed by the Client in writing, the Agency shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The Agency shall advise Client in writing, the

beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event of a delay lasting for more than one month, if arising out of causes of Force Majeure, Client reserves the right to cancel the contract without any obligation to compensate the Agency in any manner for what so ever reason.

32. Arbitration:

The Client and the Agency shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or arising from or in connection with the contract. Disputes not so resolved amicably within 30 days of receipt of notice of such as a dispute shall be resolved by a sole arbitrator nominated by the Additional Chief Secretary, Department of Forest, Environment and Climate Change, Government of Odisha. The arbitration proceedings shall be governed in all respects by the provision of the Indian Arbitration and Conciliation Act, 1996 and the rules there under and any statutory modification or re-enactment, thereof. The arbitration proceeding shall be held in Bhubaneswar.

33. Disqualification of Proposal:

The proposal is liable to be disqualified in the following cases as listed below:

- a. Proposal is submitted without Bid Processing fee and EMD as applicable
- b. Proposal is not submitted in accordance with the procedure and formats as prescribed in the RFP.
- c. During validity of the proposal, or its extended period, if any, the bidder increases his quoted prices.
- d. Proposal is received in incomplete form.
- e. Proposal is received after due date and time for submission of bid.
- f. Proposal is not accompanied by all the requisite documents/ information
- g. A commercial bid submitted with assumptions or conditions.
- h. Bids are submitted with any conditional technical and financial offer.
- i. If the bidder provides any assumptions in the financial proposal or qualifies the commercial proposal with its own conditions, such proposals will be rejected even if the commercial value of such proposals is the lowest/ best value.
- j. Proposal is not properly sealed or signed.
- k. Proposal is not conforming to the requirement of the scope of the work.
- l. Bidder tries to influence the proposal evaluation process by unlawful/ corrupt/ fraudulent means at any point of time during the bid process.
- m. Bidders or any person acting on their behalf indulges in corrupt and

fraudulent practices.

- n. Any other condition / situation which holds the paramount interest of the OFSDS during the overall selection process.

Section 2: Terms of Reference (ToR)

1. About OFSDS

Odisha Forestry Sector Development Society was created under the Department of Forest, Environment and Climate Change (Deptt. Of F, E & CC), Government of Odisha as a special purpose vehicle (SPV) for implementing Projects related to Sustainable Forest Management (SFM) through Community participation with livelihood promotion.

The following Projects are under different stages of implementation under OFSDS:

1. Odisha Forestry Sector Development Project Phase I From 2006- 07 to 2012-13 which was further extended to 2014- 2015.
2. As a post project sustainability plan, a flagship program of State Government named Ama Jangala Yojana is being implemented from 2016-17 to 2021-2022 which has been further extended to 2024-25.
3. OFSDP Phase II is being implemented from 2016-17 to 2026-27.
4. OFSDS- OMBADC Livelihood Promotion Project from 2021- 2022 to 2025-26.

The objective of different projects under OFSDs is to enhance forest ecosystem along with sustainable livelihood of local people by improving sustainable forest management, sustainable biodiversity conservation and community development, thereby contributing to harmonization between environmental conservation and socio-economic development in the Project area in Odisha.

The envisaged approach to achieve the overall goal in a sustained manner includes restoration of degraded forests and augmentation of forest resources through people's participation; securing sustainable forest management by improving community participation; capacity building of community organizations and other stakeholders; conservation and scientific management of the biodiversity; Promote Alternative Income Generation Activities, promotion to inter-sectoral convergence for better livelihood and improvement of income of the targeted forest dependent communities.

2. About the Projects under OFSDS

A. JICA Assisted Odisha Forest Sector Development Project Phase I (PFSDP- I)

- ✓ Implemented in 11 Forest and 3 Wildlife Divisions covering 10 Districts - Angul, Baliguda, Bonai, Deogarh, Paralakhemundi, Jeypore, Phulbani, Keonjhar, Koraput, Rayagada and Rourkela Divisions and Balasore, Bhadrak and Satkosia Wildlife Divisions
- ✓ 2426 VSSs and EDCs covered
- ✓ 7358 SHGs promoted
- ✓ Achievements

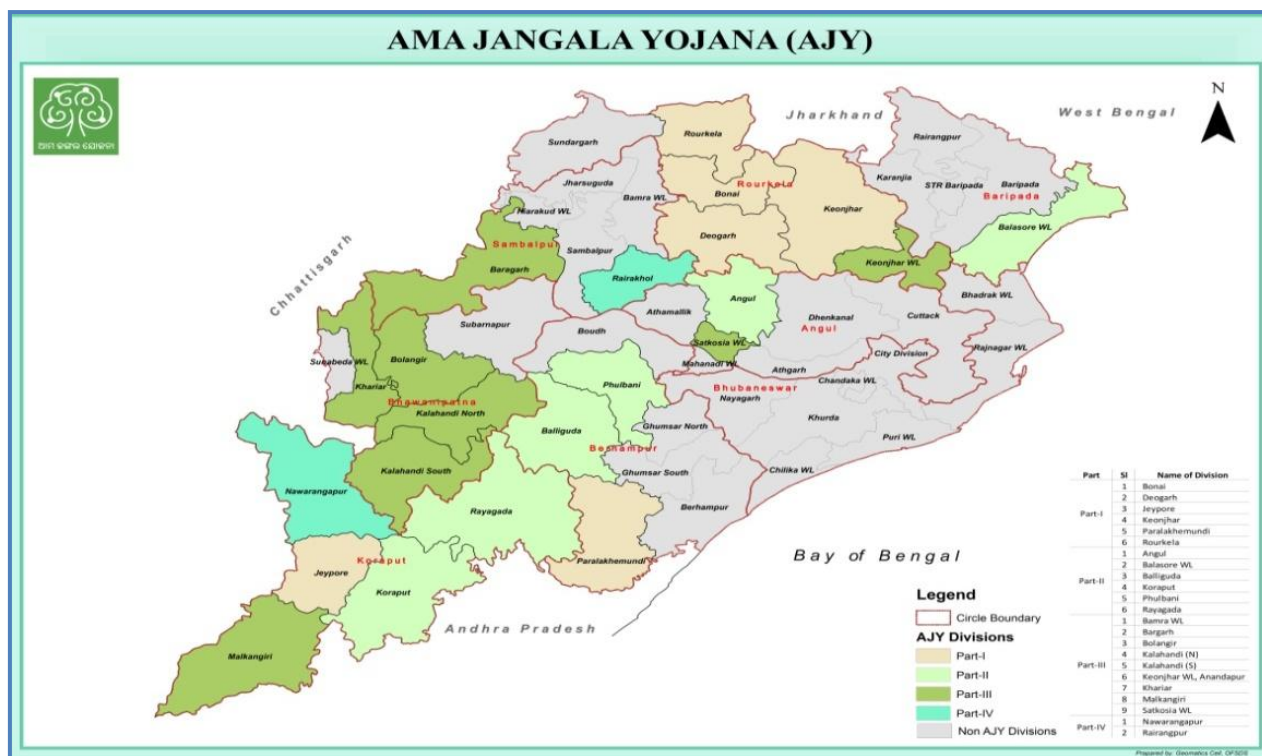
- Project target in each component met
 - Restoration of Degraded Forests (Forest Management under JFM & Non-JFM Mode & Farm Forestry) - 210,405 ha.
 - ANR treatment: 1,55,045 ha
 - Block Plantation: 40,943 ha
 - Coastal plantation: 2,920 ha
 - Artificial Regeneration 14,417 ha
- Ecotourism Development : 7 sites
- Establishment of Community Reserves/ Heritage Sites: 2 sites.
 - Sacred Grove 130 sites
- Research Work: 5 research studies were taken up (Biodiversity-2, JFM-1, Phasi-1 and Flyash-1)
- More than 70 IGA Clusters established.
- The Project is rated to be the best project of JICA projects in India with A rating and rating of Scale 3 in all categories of different criteria of assessment.
- It is rated as one of the best externally aided projects on Sustainable Forest Management and Livelihood Promotion in the world.

B. State Funded Ama Jangala Yojana (AJY)

Ama Jangala Yojana (AJY) is a flagship program of Government of Odisha, being implemented through Odisha Forestry Sector Development Society with the objective to promote participatory and sustainable forest management and alternative livelihoods for the forest fringed communities in the State. AJY envisages strengthening of the community- based institutions for protection of forest and creation of alternate livelihood opportunities to reduce pressure on forests. The tenure of the project is six years (2016-17 to 2021-22) with an extension period from 2022-23 to 2024-25. The Scheme is being implemented in 22 Territorial and Wildlife Divisions of the State covering 4601 Vana Suraksha Samities (VSSs) covering about 4.2 lakh Households. All the activities are being carried out with active participation of local community- based institutions called Vana Surakshya Samities (VSSs) in Joint Forest Management (JFM) mode. State CAMPA & State Plan are the major sources of funding for Ama Jangala Yojana.

- ✓ Project Area : 23 Territorial and Wildlife Division in 16 Districts
- ✓ Forest Area Assigned to VSS for Sustainable Forest Management is 304,939.32 ha.
- ✓ Area treated
 - ANR without Gap- 2,09,568 ha
 - ANR with Gap- 20,000 ha.
 - AR – 1,005 ha.
 - Total Treatment Area -2,30,573 ha.

- ✓ Convergence for livelihood initiatives with line Departments
 - Funds Mobilized- Rs. 603.02 crores
 - Number of Beneficiaries- 22.67 lakhs
 - Number of Departments converged with 18 Departments
 - Number of SHGs supported for IGAs- 14,263



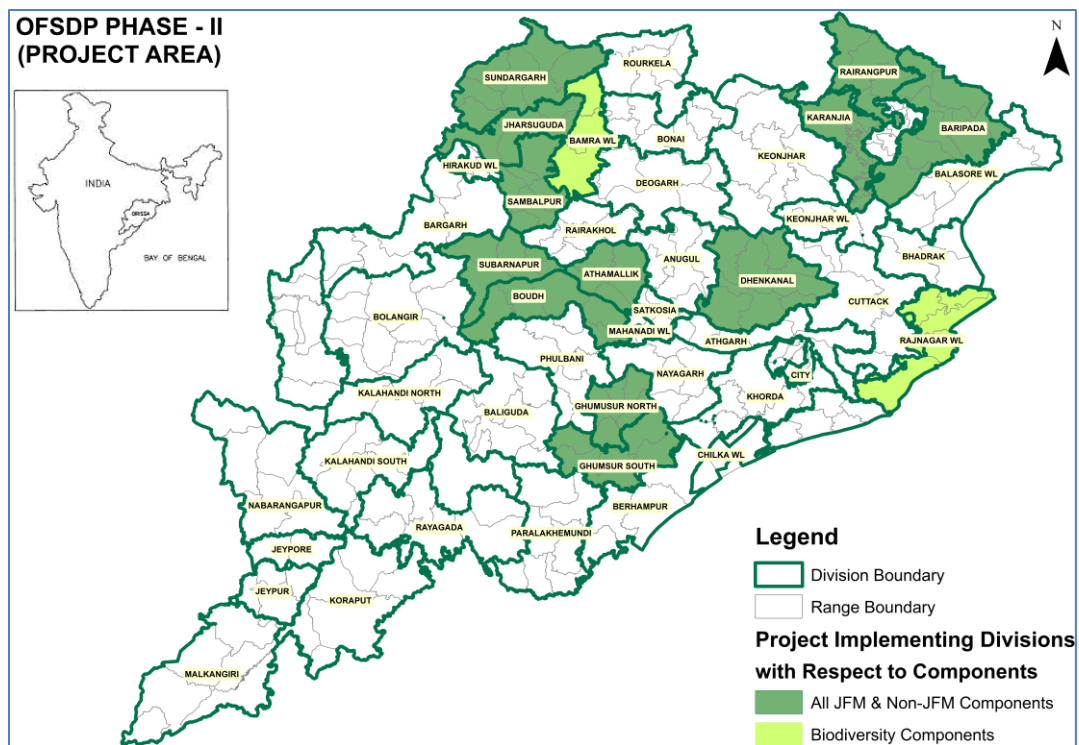
C. JICA Funded JICA Assisted Odisha Forest Sector Development Project Phase II (PFSDP- II)

The major themes of the project are:

- Sustainable Forest Management through Community Participation
- Livelihood Augmentation through Inter-sectoral Convergence
- Experiments in Biodiversity Conservation & Management
 - Satoyama Initiatives in Badarama Wildlife Sanctuary &
 - Scientific Monitoring of Bhattarkanika Conservation Area in Mangrove (Wildlife) Division, Rajnagar

This project is being implemented in 10 Revenue Districts and 12 Forest Territorial Divisions and 2 Wildlife Divisions of Odisha. The tenure of the project is ten years, which spans over 2017-18 to 2026-27. A total of 1211 number of Vana Surakshya Samiti (VSS) have been covered under OFSDP-II fold in phases from 50 Ranges. Similarly, 10 Eco Development Committee (EDCs) from Badarama Wildlife Sanctuary have also been brought under the fold of the project through the Satoyama Initiatives.

Forest Area Assigned to VSS for sustainable Forest management is 1,25,327.69 Ha.



The activities involved are:

a. Sustainable Forest Management:

1. JFM Mode

- Silvicultural Operations including Plantation
 - Assisted Natural Regeneration (ANR) without gap plantation
 - ANR with gap plantation of 400 seedlings/ha
 - ANR with gap plantation of 800 seedlings/ha
 - Block plantation
- Area under treatment
 - ANR – 51,000 ha.
 - AR- 6,000 ha.
 - Farm Forestry – 10,000 ha. of private fallow land
- Soil and Moisture Conservation Measures Drainage Line Treatment
- Fire Prevention and Protection Measures

2. Non-JFM Mode

- Consolidation and demarcation of forest boundaries
- Construction and improvement of permanent nursery- Hi Tech Nursery
- Soil and Moisture Conservation Measures- Non-JFM Drainage Line Treatment
- Promoting Forestry outside forests through Farm Forestry initiatives

b. Experiments in Sustainable Biodiversity Management –

- ✓ Satoyama Initiatives Satoyama initiative is based on the principle that when landscapes are properly managed, it can benefit biodiversity and human livelihoods alike, rather than biodiversity and human livelihoods being in a

state of counter productivity, thus leading to society living in harmony with nature.

- The concept of SATOYAMA is being piloted in 10 EDCs under Badarama Wildlife Sanctuary of Bamra Wildlife Division with the willingness of EDC Members.
- A Comprehensive plan for Bio-diversity Management & Conservation has been prepared for each EDC which includes promotion of livelihood initiatives following the prescriptions of Badarama Wildlife Management Plan.
- ✓ Establishment of Scientific Monitoring System in Bhitarkanika Conservation Area
 - Eco-system- based conservation management of Bhitarkanika Conservation Area is under implementation in Rajnagar WL Division since December, 2017
 - Through National Centre for Sustainable Coastal Management (NCSCM), Chennai, Ministry of Environment, Forest & Climate Change, Govt. of India
 - For formulation of the long- term monitoring plan for eco-system-based conservation and management of Bhitarkanika Conservation Area and
 - A database on physical, chemical and biological parameters of BCA is being prepared for last 4 years.
 - On the basis of these parameters, Eco-System Health Report Card (2 nos.) for Bhitarkanika Conservation Area has been prepared.

c. Crosscutting Issues

• REDD + Readiness- CMRV

In order to monitor the Green House Gas Emission Mitigation and Carbon Sequestration achieved through project interventions, the project has carried out the activities to identify the drivers of deforestation and forest degradation, establish Community-based MRV system and build capacity to operationalize Community-Based MRV.

The drivers of forest degradation in 12 Project Divisions have been identified and the activities to address the drivers have been planned as part of the planning process. Some of the interventions that are being supported during the project include introduction of the alternative means of livelihood and household energy sources, sustainable harvesting of NTFPs, augmentation of forests, restoration initiatives, etc. Indicative options for the interventions linked with international scientific framework (REDD+) have been framed. These activities are planned and carried out under the JFM mode and livelihood support.

The project has introduced community level MRV system so as to involve and strengthen the capacity of the community in institutionalizing the concept of community level MRV. The community

is expected to be greatly benefited in sustainable management of entire forest ecosystem.

- **Gender Mainstreaming**

JICA assisted Odisha Forestry Sector Development Project has considered both men and women as important stakeholders in the Joint Forest Management. The objective of gender mainstreaming strategy and action plan for OFSDP-II is to ensure gender equity in access and control over the forest resources and promote women's economic and social empowerment through project interventions for the well-being of the forest dependent communities.

Income Generation Activities have been implemented by OFSDP II for VSS members as part of the project interventions. This is aimed to provide alternative means of livelihoods to reduce dependence on the forest resources. This has also led to the economic empowerment and subsequent upliftment of the women's status in family and community. OFSDP-II has adopted a systematic approach and monitored the progress and achievements of the gender related interventions so that OFSDP-II can systematically adopt the gender responsive actions in implementation of the Project.

The Gender Mainstreaming Guidelines have been prepared at the initial stage of the project. At the PMU/ DMU/ FMU, the Gender Mainstreaming Strategy and Action Planning is being done. At the level of VSS/ EDC/SHGs, comprehensive micro plan including the gender- based interventions for 10 years has been prepared. Based on the long- term plan, at each level, annual planning is being undertaken. The activities planned in the annual plans are implemented by the project implementation units. As part of the regular project monitoring cycle, the periodic reviews are undertaken at each level, where the progress and achievements of the annual plan is monitored; of which gender responsive components are a part. Income Generation Activities have been implemented for VSS members as part of the project interventions. This is aimed to provide alternative means of livelihoods to reduce dependence on the forest resources. This has also led to the economic empowerment and subsequent upliftment of the women's status in family and community. OFSDP-II has adopted a systematic approach and monitored the progress and achievements of the gender related interventions so that OFSDP-II can systematically adopt the gender responsive actions in implementation of the Project.

- **Environmental & Social Management Safeguard Framework (ESMSF) & Schedule Tribe Forest Dependents Plan Framework (STFDPF)**

It is mandated under any JICA Assisted project to internalize and institutionalize the safeguard measures for avoiding adverse environmental and social impacts of implementation of a project in the project area. The

OFSDP II project is currently categorised as “Financial Intermediary (FI)” in accordance with the JICA guidelines (2010) which means that the project would not exhibit any significant negative impact on environmental and social dimensions. However, under this project, a broad framework on Environmental and Social Management System Framework (ESMSF) and a specific framework on Scheduled Tribe and Forest Dependents Plan Framework (STFDPF) is mandated.

The Environmental and Social Management Safeguard Framework (ESMSF) for the OFSDP-II is the primary reference document outlining how environmental and social considerations are being addressed during the project implementation. ESMSF works together with the Scheduled Tribe and Forest Dependents Plan Framework (STFDPF) and also refers to the other safeguards tools which are intended to concentrate on or elaborate specific aspects.

Environmental and Social Safeguard system under the OFSDP II is to follow proper procedures including the free, prior and informed consultations with the stakeholders such as VSS/ PRI members, Forest Department staffs on possible negative and positive environmental and social impacts of the sub-projects identified by the beneficiaries such as Scheduled Tribes/Scheduled Castes/Other Backward Castes and forest dependents in general. Micro-plan is the planning tool at the grass- root level and it is used to develop the indicators on forest management, forest product harvesting, use and trading, seasonality etc., of the forest protection and it also visualises the implementation of the project and its possible impacts. The broad checklist for monitoring of the environmental and social safeguard measures has been integrated into the Micro-plans for monitoring. The environmental and social management and monitoring plans are defined and followed for ensuring the successful implementation of the project components.

d. Livelihood Improvement Initiatives

- Through Convergence
- Income Generation Activities through Cluster Formation
- Role of Livelihood Resource Centre
- Guidelines- Framed on
 - i. Grounding of Income Generation Activities
 - ii. Revolving fund

e. Capacity Building:

- For Project Personnel (Executive Agencies)
- For partner NGOs / Animator / line Departments etc.
- For Primary Stakeholders (Orientations, Skill Building Training on IGA, Exposure Visits etc.)

f. Supporting activities

- a. Concurrent Monitoring & Evaluation
- b. Communication & Publicity
- c. Support to field units

D. OFSDS- OMBADC Livelihood Promotion Project

People living in and around forests are highly dependent on forest resources for their livelihoods. Scheduled Tribe (ST) and Scheduled Caste (SC) populations, which are concentrated in forest fringes, depend largely on forest resources. To reduce dependency of the Poorest of Poor (PoP), socially vulnerable people and ST&SC community on forest resources and to improve the health of Forest Ecosystems, it is necessary to enhance and strengthen their livelihoods by providing them with a range of alternative livelihood options. Improving their skills and competencies and connecting them with various developmental programs can bring visible changes in their life.

The OFSDS- OMBADC Project is to be implemented with a view to mitigate the adversities faced by the forest fringe dwellers to some extent by providing them livelihood promotion opportunities.

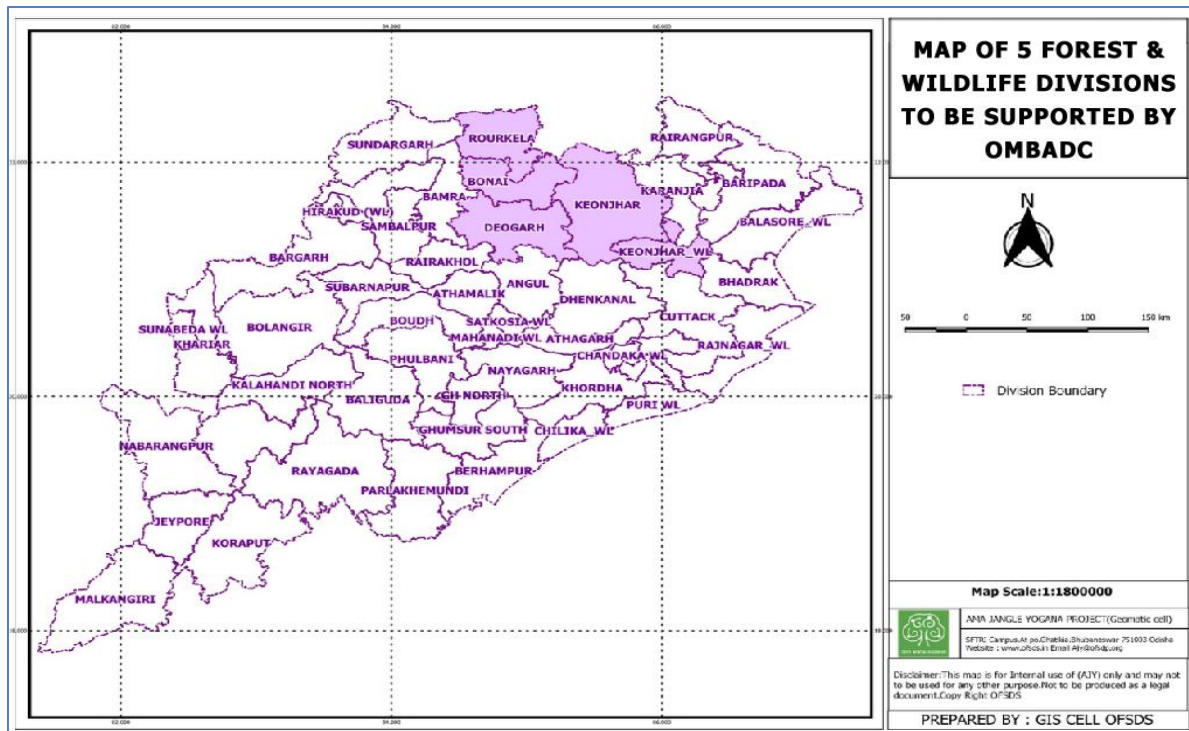
Objectives

The primary objectives of the Livelihood Promotion Project, OFSDS- OMBADC are:

- i. To provide alternative livelihood opportunities of the forest dependent and forest fringe dwelling communities so as to reduce their dependency on forests and provide additional/ alternative source of income.
- ii. To enhance the skill (technical, managerial and decision making) of the forest dependent communities including ST & SC population on various Income Generation Activities.

Location of the Project:

The project is proposed to be implemented in 900 VSSs under 25 Forest Ranges belonging to 5 Forest Divisions namely; Rourkela, Bonai (Sundargarh District), Keonjhar, Keonjhar (WL) (Keonjhar District) and Deogarh Forest Divisions.



Project Components

The project has the following components:

1. Livelihood Promotion
 - 1.1. Convergence with line Departments
 - 1.2. Promotion of Income Generating Activities
 - 1.3. Development of multi- product Clusters
 - 1.4. Business Development Service
2. Institution Building and Capacity Building

2.0 Detailed Scope of Work

Based on the implementation of the above projects the OFSDS, is now desirous of hiring a Consultant for output based (Lumpsum) consultancy to assess the feasibility of the project to enter the carbon trading market, support in the development of a detailed Project Implementation Plan (PIP), and drive the project through the entire lifecycle of carbon credit registration, issuance, selling the carbon credits, as per the timelines and norms of the voluntary carbon credits market regulation.

2.1 Preparation of Project Concept Note (PCN)

- The Consultant will hold discussions with the OFSDS Personnel with the objective to understand the initiatives being undertaken in various projects of OFSDS, collect the required data and collate the basic documents required for completing various activities required under the RFP. The Consultant will undertake field visits to understand the initiatives of OFSDS and collate the required information. The area eligibility for the assignment meeting all protocols and regulations will be indicated. The consultant will then prepare how the project can be

taken up as a Carbon Credit project activity.

- A Concept Note on the process for Accrual and subsequent trading of Carbon Credits from the intervention of OFSDS initiatives has to be prepared by the consultant.
- The consultant should assess the applicability of approved program methodology and indicate whether development of new methodology is required.
- Subsequently, the consultant will assess the feasibility of the project as a potential PCN with detailed methodology and possible framework in accruing the carbon Credit and trading and submit a report to OFSDS.
- This PCN will contain the possible area/s under three schemes described above which may be eligible for the Issuance of Carbon Credit with all details.

2.2 Baseline Study

The Consultant shall prepare the Baseline Study of all the Projects of OFSDS under the scope of this RFP. The Consultant shall then evaluate whether the RFP Proposal can be validated, based on the available and approved methodology or the existing methodology can be suitably applied or modified for the validation of the project.

The Overview of OFSDS and the project interventions may be referred given in Para 1 of the Terms of Reference.

2.3 Preparation of Project Design Document (PDD)

The necessary information required for preparation of the PDD will be provided by the OFSDS. However, it will be the Consultant's responsibility to obtain, verify and collate the data required for preparation of the PDD. The necessary field visit/s may be conducted by the Consultant.

2.4 Monitoring and Verification Protocol

The Consultant shall develop the Monitoring and Verification (M&V) protocol as per the requirement of the respective eligible Carbon Sequestration/ Mitigation Program.

2.5 Seeking Requisite Approval, Assist in Organizing Stakeholder Consultation required in eligible Carbon Sequestration/ GHG Mitigation Program

The Consultant would invite local stakeholders for a meeting to appraise them about the project and seek their comments. Consultant shall send its representative/s to the meeting who shall help OFSDS in answering the queries, explaining the carbon credit project and draft the minutes of the meeting. The Consultant shall arrange to post the PDD on Climate Change Mitigation/ Carbon Sequestration authorized website for public comments, if required as per rules and regulations. The Consultant shall help the OFSDS to prepare answers to the queries posted by various parties, if any, to meet the validation requirements.

2.6 Assistance during Validation of the Project

The Consultant shall submit the PDD to the Validator (Designated Operational Entity) for the validation of the project. The Consultant shall undertake a visit to the site at least 3 working days before the validation visit by the Designated Operational Entity (DOE) to see the preparedness and assist project executives in the preparations. The monitoring arrangements at the site shall be undertaken by the Consultant. Consultant shall provide answers to the questions/clarifications raised by the Validator on various occasions for successful validation of the project.

2.7 Assistance during Registration of the Project in eligible Carbon Sequestration/ GHG Mitigation Program

The OFSDS shall assist the Consultant in getting the project registered with eligible Carbon Sequestration/ GHG mitigation program. The consultant shall provide required necessary information/guidance before 10 Days of registration.

2.8 Project Pre- Verification and preparation of Monitoring Data Sheet

The Consultant will help to prepare the fact sheet according to the requirement set out in the PDD. The Consultant shall visit the site shortly after the registration of the project on hearing from OFSDS and appraise the monitoring & verification requirements. The Consultant shall also review the data collection system and suggest necessary modifications, if any. The Consultant shall give a preliminary pre- verification report containing the monitoring data sheet. The Consultant shall undertake another visit after OFSDS has taken corrective measures and undertake a pre- verification exercise.

2.9 Preparation of Monitoring Report and assistance during every Verification Cycle

The Consultant shall perform agreed-upon procedures to compare the data/information gathered by project executives as per the monitoring data sheet as suggested by the Consultant and the consultant shall communicate its findings to OFSDS. The Consultant representative shall also be present during the verification by Designated Operational Entity (DOE) to assist OFSDS. The Consultant's representative shall always accompany the Designated Operational Entity (DOE) during all the verification visits related to this project. The Accruing Carbon credits are required to be traded in the International Carbon Markets.

2.10 Support OFSDS end to end for Accrual of Carbon Credits and subsequent payments thereof.

The Consultant shall ensure that all the verified projects and their associated Carbon Credits shall be monetized for best realization (higher amount) perspective and ensure that the Carbon Credits are traded successfully, and timely realization of payments to OFSDS account against traded carbon credits.

2.11 Following is the proposed and tentative Stages of the assignment.

Project	Validation	Verification	Issuance and
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development			transaction
<ul style="list-style-type: none"> • Base line survey • Consultative Meeting • Data and information Collection • Preparation of Project Design Document with Use of appropriate methodology • Appointment of Auditor 	<ul style="list-style-type: none"> • Web Hosting of the Document on appropriate Entity • Site visit by the Auditor • Publication of the finding by the Auditor • Closure of Open issues • Finalization of a report by the Auditor and submission to standard 	<ul style="list-style-type: none"> • Details of the data and Information collection • Preparation of Monitoring report • Appointment of Auditor and site visit by Auditor • Publications of the findings of the Auditor • Finalization of the Verification Report of the Auditor and Submission to standard 	<ul style="list-style-type: none"> • Review by the Standard and issuance of the credit • Agreement with Buyer and the OFSDS • Carbon Credits are transferred to OFSDS • Trading of the Carbon Credits • Revenue Sharing

3.0 Subcontracting

The Consultant shall not sub-contract this Scope of Work.

4.0 Revenue Sharing Model

(a) The Consultant will execute this Contract as per Revenue sharing model of the Gross Revenue Realized by OFSDS. The Consultant shall first bring offers/ deals to OFSDS before initiating trading. Post approval from OFSDS, the Consultant can initiate Carbon Credits Trading.

(b) The Scope of Work consists of Carbon Credits Trading from inception till revenue realization to OFSDS. All end-to-end details including all transactional costs of Carbon Credits Trading shall be shared with OFSDS.

(c) Upon successful generation/issuance of Carbon Credits, Consultant shall bring all offers/proposal to OFSDS.

(d) It will be the responsibility of OFSDS to arrange a visit of the Consultant or its representative to the Project Intervention Sites of OFSDS.

(g) If any circular/order is issued by Government of India/ Odisha, debarring trading of Carbon Credits then the Contract shall stand Null & Void.

(h) Any balance Carbon Credits post expiry of Contract Period shall be the sole property of OFSDS.

5.0 Miscellaneous

(a) Local Transport and Hospitality: The Consultant will make its own arrangements for local transport during site visits, meetings etc. The cost of logistics, travel, and accommodation shall be borne by the consultant.

(b) All the study outputs including primary data shall be compiled, classified and submitted by the Consultant to the OFSDS in soft form apart from the reports indicated in Deliverables which shall be a part of the contract. The study outputs shall remain the property of the OFSDS and shall not be used for

any purpose other than that intended under these Terms set forth in the contract without the permission of the OFSDS.

(c) The Consultant shall back-up and hand-over data along with each milestone. All the documents shall be submitted in original editable format and portable formats. All the assets created under this assignment shall be the property of the Client and shall be handed over to the Client on completion of the project. Each stage deliverable/s will be submitted in hard copies and in soft copy (PDF as well as editable reports) in USB Drive/Pen drive (two sets) to OFSDS.

(d) The Consultant would be required to deploy a full-time Project Coordinator for entire duration of the assignment. as per the requirement for satisfactory execution and completion of the deliverables and related services under this contract, at its own cost.

(e) Third Party Review and Vetting of Key Deliverables: The Consultant if required by the OFSDS shall get the key deliverables reviewed and vetted through any other Institute/Organization as approved by OFSDS for which no separate cost will be paid by OFSDS.

(f) OFSDS shall provide project-related information to the successful consultant. All related data collection, report, survey etc. if required to support PDD document shall be arranged by consultant. Consultant would source information that is available in public domain related to sector performance and legislative requirements.

(g) The Consultant shall perform a comprehensive evaluation of the Project additionality as per guideline. It may be noted that the Government of India, being the host country for the project activity, may have certain supplementary Additionality requirements to approve the project for certified emission reductions. Consultant shall be required to consider this matter while preparing the documents.

(h) Consultant shall submit the monthly progress reports to OFSDS.

(i) The OFSDS shall not bear any cost of the assignment for the consultant, only a percentage of the revenue accrued realized from carbon credits will be shared by the consultant. This percentage quoted by the bidder / Consultant will be part of Quality cum Cost Based Selection method as given in Para 13 of Section 1 of the RFP.

6.0 Roles and Responsibilities of OFSDS and the Consultant

(A) OFSDS

1. Issuance of LOA to the winning bidder.
2. Resolving the issues and challenges that may come while implementing the Project
3. To provide guidance and to actively monitor the project.
4. Conduct periodic review for assessing progress of project.
5. Facilitate the field Visit/s

(B) Consultant

1. Conduct all the required Feasibility and Assessment prior identifying the projects.
2. Collection and Collation of data for developing project design documents.
3. Conduct baseline study for evaluation of potential projects which can

be evaluated.

4. Support and assist OFSDS for validation Audits.
5. Adhere to all norms and regulations as per Govt. of India, State Government etc.
6. Ensure support for clearance/approval from all the required authorities for Project Implementation.
7. Realization of Payments from Verified Project identified for Carbon Credits.
8. From conceptualization to revenue realization.
9. Consultant who has awarded the contract, upon successful issuance of Carbon Credits shall bring offers/proposals to OFSDS for trading of Carbon Credits and will be free to choose any party for purchase of Carbon Credits.
10. Consultant should generate all the Carbon Credits in the name of OFSDS only.
11. Appointed consultant shall be free to choose the Carbon Credit Program for successful Registration & Trading of Carbon Credits.

7.0 In case if any activity is not mentioned in the RFP but is required to be completed for the successful execution of the tasks as per the Scope of Work for Accrual and Trading of Carbon Credits, such activities shall be deemed to be a part of the Scope of Work and shall be executed by the Consultant.

8.0 Consultant shall ensure that all the verified projects and their associated carbon credits shall be monetized for best realization (higher amount) perspective and ensure that the carbon credits are traded successfully, and timely realization of payments to OFSDS account against traded carbon credits.

9.0 It may be noted this work contract is based on Revenue Sharing Model explained above and the Consultant will execute this Contract as per Revenue sharing model of the Gross Revenue Realized by OFSDS. The Consultant shall first bring offers/ deals to OFSDS before initiating trading. Post approval from OFSDS, the Consultant can initiate Carbon Credits Trading.

10.0 All the Expenses to execute the contract /work assignment shall be borne by the Consultant that is from the percentage of the revenue sharing accrued from the carbon trading.

11.0 The consultant shall pay applicable fees payable to the carbon credit standard board for project registration, audit fee to the Validation/Verification Bodies issuance fee on the carbon credits issued, and any other such cost.

12.0 The Consultant will report to the PCCF (Projects) and Project Director, OFSDS and also work closely PMU, OFSDP for completion of the assignment. The Project Director will provide the required project documents and access to any available data sets. The Project Director will also arrange, as required, introductions to institutions and other stakeholders. The Agency will be responsible for administering all data collection instruments.

13.0 The PMU, OFSDS shall provide the Consultant with relevant data and documents necessary to understand the project component. The PMU shall plan to ensure that the Consultant's staff and consultants have access to Institutions under the Project.

Section: 3: Technical Proposal Submission Forms

Technical Proposal

(Part – A)

Annexure: I (Check List)

S. No.	Name of the document	Submitted- YES/NO and Page Number
1	Filled in Bid Submission Check List in Original (Annexure-I)	
2	Covering letter on bidder's letterhead requesting to participate in the bid process. (FORM TECH A-1)	
3	Bid Processing Fee and Earnest Money Deposit (EMD) in sealed envelop	
4	Copy of Certificate of Incorporation/ Registration	
5	Copy of PAN	
6	Copy of Goods and Services Tax Identification Number (GSTIN)	
7	Copies of IT Return for the last two financial years (2020-21 & 2021-22) duly certified by the Chartered accountant of the Bidder	
8	General Details of the Bidder FORM TECH A-2	
9	Financial Details of the bidder along with all the supportive documents as applicable duly signed as per the instruction. FORM TECH A-3	
10	Self-Declaration regarding Conflict of Interest. FORM TECH A-4	
11	Self-Declaration by the Authorized representative on the bidder's letterhead-Not banned /Suspended TECH A-5.	
12	Experience of working on accrual and trading of Carbon Credits in the areas of Climate Change and/or forestry sectors with governments in India/States or wholly/partly-owned government organizations and enterprises in India (Assignments undertaken during 1st April 2013 to 31st March 2023). along with copies of Brief description /contracts / work orders / completion certificate from previous clients. Form TECH A-6	
13	Experience of working on accrual and trading of Carbon Credits in the areas of Climate Change with international agencies/Bilateral agencies funded projects, in the areas of Climate Change and/or forestry sectors along with copies of Brief description /contracts / work orders / completion certificate from previous clients (Assignments undertaken during 1st April 2013 to 31st March 2023) Form TECH A-7.	
14	Number of registered VCS projects/CDM/GS Programme in carbon credit generation with communities and/or in projects related to agriculture, forestry and allied sectors (Projects in biogas, cookstove, forestry, agriculture) during the last ten years (1st April 2013 to 31st March 2023) where carbon credit has been claimed and traded successfully: Form TECH A-8	
15	Approach and Methodology, Time line and work plan and Proposed team Composition led by Project coordinator. Form TECH A-9	
16	Bidder Organization (Brief Profile) Form Tech A -10	
17	Comments and Suggestion/s by the bidder on ToR, Scope of Works and facilities to be provided by OFSDS Form Tech A-11	

Undertaking:

- *All the information has been submitted as per the prescribed format and procedure.*
- *Each part has been separately bound with no loose sheets and each page of all the two parts are page numbered along with Index Page.*
- *All pages of the proposal have been sealed and signed by the authorized representative.*

Authorized Signatory [In full and initials]:

Name and Designation with Date and Seal: _____

FORM TECH A-1

Covering Letter

(On Bidders Letter Head)

[Location, Date]

To,

**The PCCF (Projects) and Project Director,
PMU, Odisha Forestry Sector Development Society
SFTRI Campus, Ghatikia, Bhubaneswar- 751029**

**Sub: Accrual and Trading of Carbon Credits from Projects under Odisha
Forestry Sector Development Society (OFSDS)**

[Technical Proposal: Part – A]

Dear Sir,

I, the undersigned, offer to participate in the selection process to provide consultancy services for _____ in accordance with your Tender No.: _____, Dated _____. We are hereby submitting our proposal, which includes Technical Proposal and Financial Proposal sealed in separate envelopes.

I hereby declare that all the information and statements made in this Technical Proposal are true and correct and I accept that any misinterpretation contained in it may lead to the disqualification of our proposal. Our proposal will be valid for acceptance up to **180 Days** and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the RFP document. In case any provision of this RFP is found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours Sincerely,

Authorized Signatory with Date and Seal:

Name and Designation: _____

Address of the Bidder: _____

TECH A -2 Bidder's Organisation (General) Details

S. No.	Description	Full Details
1	Name of the Organization/ Firm/ Company/ Consortium/ JV:	
2	Date of Establishment:	
3	Experience in years:	
4a.	Registered Office in India Address: Tel: Email id:	
4b.	Registered Office outside India Address: Tel: Email id:	
4c.	List of Offices in India and Abroad are to be provided with contact details separately:	
5	Address for Communication: Tel : Email id :	
6	Details of Individual who will serve as the point of contact/communication: Name: Designation: Mobile No.: Email id:	
7	Details of the authorized person signing & submitting the bid on behalf of the Bidder: Name: Designation: Mobile No.: Email id:	
8	Registration / Incorporation Details Registration No: Date & Year:	
9	Bid Processing Fee Details: Amount : BC/DD No.: Date: Name of the Bank:	
10	EMD Details: Amount : BC/DD No.: Date: Name of the Bank:	
11	PAN Number	
12	Goods and Services Tax Identification Number (GSTIN)	
13	Willing to carry out assignments as per the scope of work of the RFP	Yes
14	Willing to accept all the terms and conditions as specified in the RFP	Yes

Authorized Signatory [In full and initials]: _____
Name and Designation with Date and Seal: _____

TECH A -3

Bidder Organization (Financial Details)

Financial Information (in Rs. Crores)			
Details	FY 2020 -21	FY 2021 -22	Average
Annual Turnover (in Lakh)			
Supporting Documents: Audited financial statements for the last two FYs (2020-21 and 2021-22) (Submission of copies of Profit & Loss Account and Balance Sheet along with all the schedules and IT return for the respective financial years is mandatory along with this form) <i>Filled in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished in original along with the technical proposal failing which the proposal will be outrightly rejected. No scanned copy will be entertained.</i>			

Signature and Seal of the Bidder's Auditor with Firm Name, Membership Number & Date in original

Authorized Signatory [In full initials with Date and Seal]: _____

Communication Address of the Bidder: _____

[NB: No Scanned Signature will be entertained]

TECH A- 4

Self-Declaration and Information Regarding any Conflicting Activities and Declaration There of

Are there any activities carried out by your agency which are of conflicting nature as mentioned in Section 2: [Information to the Bidder] under Eligibility Criteria: Para (6). If yes, please furnish details of any such activities.

If no, please certify,

In Bidders Letter Head

I, hereby declare that our agency is not indulged in any such activities which can be termed as the conflicting activities as mentioned in **Section 2: [Information to the Bidder] under Eligibility Criteria.**

I, also acknowledge that in case of misrepresentation of any of the information, our proposal / contract shall be rejected / terminated by the Client which shall be binding on us.

Authorized Signatory [In full initials with Date and Seal]: _____

Communication Address of the Bidder: _____

TECH A-5

Self-Declaration for Not Banned/Black Listed/Debarred/Suspended

To

**The PCCF (Projects) and Project Director
Odisha Forestry Sector Development Project
SFTRI Campus, Ghatikia, Bhubaneswar- 751029**

Ref.: Tender No. __, Dated: _____

Sir,

I hereby declare that our agency has not been banned/blacklisted/debarred/suspended by the World Bank/ Central Government/ any State Government/ Government Organization/Financial Institution/Court /Public Sector Unit in India as mentioned in **Section- 2: [Information to the Bidder] under Eligibility Criteria: Para (7)**.

I, also acknowledge that in case of misrepresentation of any of the information, our proposal/ contract shall be rejected / terminated by the Client which shall be binding on us.

Authorized Signatory [In full initials with Date and Seal]: _____

Communication Address of the Bidder: _____

TECH A- 6

(Bidder's Past Experience Details): Bidder's Experience of working on accrual and trading of Carbon Credits in the areas of Climate Change and/or forestry sectors with governments in India/States or wholly/partly-owned government organizations and enterprises in India ***(Assignments undertaken during 1st April 2013 to 31st March 2023)***, along with copies of Brief description /contracts / work orders / completion certificate from previous clients.

Table-1 (List of completed projects during last 10 years:)

Sl. No.	Period	Name of the Assignment with Details thereof	Name of the Client	* Contract Value (in Rs.) and Duration in Month	Date of Award / Commencement of assignment	Date of Completion of Assignment	Remarks if any	Page No
A	B	C	D	E	F	G	H	I
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____

Note: * Bidders are requested to furnish the list of the assignments undertaken/completed during the last 10 Years as per the above prescribed format only. Information not conforming to the above format will be treated as non-responsive. Copies of the Work order/ Contract Document/ Completion Certificate from the previous Clients need to be furnished along with the above information.

**** Bidders are requested to refer to the eligibility criteria given in Para 4 Section: 1 – Prequalification/ Eligibility Criteria.**

TECH A- 7

(Bidder's Past Experience Details: The Bidder's experience of working on accrual and trading of Carbon Credits in the areas of Climate Change and/or forestry sectors with international agencies/Bilateral agencies funded projects.

(Assignments undertaken during 1st April 2013 to 31st March 2023))

Table-1 (List of completed projects during last 10 years:)

Sl. No .	Period	Name of the Assignment with Details thereof	Name of the Client	* Contract Value (in Rs.) and Duration in Month	Date of Award / Commencement of assignment	Date of Completion of Assignment	Remarks if any	Page No
A	B	C	D	E	F	G	H	I
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____

Note: * Bidders are requested to furnish the list of the assignments undertaken/completed during the last 10 Years as per the above prescribed format only. Information not conforming to the above format will be treated as non-responsive. Copies of the Work order/ Contract Document/ Completion Certificate from the previous Clients need to be furnished along with the above information.

**** Bidders are requested to refer to the eligibility criteria given in Para 4 Section: 1 – Prequalification/ Eligibility Criteria.**

TECH A - 8

(Bidder's Past Experience Details: Number of registered VCS projects/CDM/GS Programme in carbon credit generation with communities and/or in projects related to agriculture, forestry and allied sectors (Projects in biogas, cookstove, forestry, agriculture) during the last **ten** years (**1st April 2013 to 31st March 2023**) where carbon credit has been claimed and traded successfully

Table-1 (List of completed VCS/CDM/VERRA projects during last 10 years:)

Sl. No	Name of the Assignment with Details thereof	Total amount of carbon Credits awarded/ registered	Year of award	Remarks if any	Page No
A	B	C	D	E	F
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____

Note: * Bidders are requested to furnish the list of the assignments with final award and trade of carbon credit with in the time period as given above.

**** Bidders are requested to refer to the eligibility criteria available in Para 4 of Section: 1 - Information to the Bidder.**

TECH A -9

Description of Approach, Methodology, Work Plan and Time line with CV of Proposed Project Co-ordinator to Undertake the Assignment

[Technical approach, methodology and work plan are key components of the Technical Proposal. In this Section, bidder should explain his/her understanding of the objectives and scope of the assignment, approach to the services, methodology and work plan for carrying out the activities and obtaining the expected outputs. It is suggested to present the required information divided into following four sections.]

A. Understanding of the Objectives, Scope, and Completeness of response

Please explain your understanding of the objectives and scope of the assignment based on the scope of work, the technical approach, and the proposed methodology adopted for implementation of the tasks and activities to deliver the expected output(s). ***Please do not repeat/copy the ToR here.***

B. Description of Approach and Methodology:

- a. Key guiding principles for the study
- b. Proposed Framework
- c. Information matrix
- d. Any other issues

C. Methodology to be adopted:

Explaining of the proposed methodologies to be adopted.

D. Timeline and Work Schedule/Plan

E. CV of Proposed Project Co-ordinator (in maximum 200 words):

The bidder should propose and justify the structure and composition of the Project Co-ordinator and should enlist the main activities under his/ her assignment (very brief CV is also to be attached). Further, it is necessary to enlist the activities under the proposed assignment. (Graphical representation with Gantt chart)

Authorized Signatory [In full and initials]:

Name and Designation with Date and Seal: _____

NB: Bidders are requested to furnish the above information limiting it up to 2500-3000 words.

TECH A -10

Bidder
Organisation
(Brief Profile)

[Provide here a brief description regarding professional background of the organization] Not more than 1000 Words

Authorized Signatory [In full and initials]: _____
Name and Designation with Date and Seal: _____

[NB: Bidder needs to restrict the above information within 1000 words only]

TECH A-11

Comments and Suggestions of the Bidder on the Terms of Reference / Scope of Work and Counterpart Staff and Facilities to be provided by the Client (upto 500 words)

A: On the Terms of Reference / Scope of Work:

[The Agency needs to present and justify in this section, if any modifications to the Terms of Reference he/she is proposing to improve performance in carrying out the assignment (such as deleting some activity considering unnecessary, or adding another, or proposing a different phasing of the activities / study process modifications). Such suggestions should be concise and to the point and incorporated in the Technical Proposal. Modification / suggestion will not be taken into consideration without adequate justification.]

B: On Input and Facilities to be provide by the Client:

[Comment here on inputs and facilities to be provided by the Client with respect to the Scope of Work and Implementation of the Assignment]

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____

Part B :

Financial Proposal Submission Forms (In separate sealed envelope)

FIN-B-1

Covering Letter
(In Bidders Letter head)

[Location, Date]

To

**The PCCF (Projects) and Project Director,
Odisha Forestry Sector Development Project
SFTRI Campus, Ghatikia, Bhubaneswar-751029**

Sub: Accrual and Trading of Carbon Credits from Projects under Odisha Forestry Sector Development Society (OFSDS)

[Financial Proposal]

Dear Madam/Sir

We, the undersigned, offer to provide the consulting services (on Revenue Sharing Basis) on Accrual and Trading of Carbon Credits for Projects under OFSDS in accordance with your Request for Proposal (RFP) dated: _____ and our Proposal.

Expenses towards the project registration with the chosen for this assignment third-party VVB fees for third party validation and verification, registration cost with the standard, issuance fees of carbon credits payable to standard, and any other such expenses, shall be borne by us. With that consideration, our attached Financial Proposal is a success fee, for an amount equivalent to _____ % of the carbon credits revenue realized, including all indirect local taxes.

Our Financial Proposal shall be valid and remain binding upon us. Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of **180 days**. I have carefully read and understood the terms and conditions of the RFP and do hereby undertake to provide the service accordingly.

I understand that you are not bound to accept any proposal you receive. I remain,

Yours faithfully,

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date and Seal: Address of the Bidder

Section 4:

Annexure-2 (To be given at the time of Award of the contract)

To

The PCCF (Projects) and Project Director,
Odisha Forestry Sector Development Project-II,
SFTRI Campus, Ghatikia, Bhubaneswar- 751029

WHEREAS..... (Name and address of the Consultant) (hereinafter called –the Consultant!) has undertaken, in pursuance of Tender No..... dated to undertake **the consulting services (on Revenue Sharing Basis) on Accrual and Trading of Carbon Credits for Projects under OFSDS** (description of services) (herein after called- the contract).

AND WHEREAS it has been stipulated by _____(Name of the Client) in the said contract that the Consultant shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the day of , 2023.

Our branch at Bhubaneswar (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our Bhubaneswar branch a written claim or demand and received by us at our Bhubaneswar branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(Signature of the Authorized Officer of the Bank)
Name and designation of the officer
Seal, name & address of the Bank &
Branch