



INVITATION FOR EXPRESSION OF INTEREST (EOI)

By

**FOREST RESEARCH INSTITUTE,
DEHRADUN – 248006.**

For

**INTERESTED SEMI-GOVERNMENT, COOPERATIVE
AGENCIES FOR RUNNING OF SOUVENIR SHOP**

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Forest Research Institute

P.O. New Forest, Dehradun – 248006

Phone No. (0135) 2224222, 2752678, Fax No.2756865, Website: www.fri.icfre.gov.in

F.No.

Date:18.12.2017

EXPRESSION of INTEREST FOR Running of Souvenir Shop

Forest Research Institute, hereby invites **sealed Expression of Interest** from **eligible** Semi Govt. & Cooperative agency for running of souvenir Shop (measuring area 21.5 m² approximately) in the FRI Campus.

1. A complete set of **Expression of Interest documents** in **English** may be downloaded from our website: www.fri.res.in or may be collected from Purchase Officer, FRI on submission of written request on payment of ` **Rs. 590/- (inclusive all taxes)** by **crossed Demand Draft** (Non-refundable); from 18.12.2017. DD may be drawn on a scheduled commercial Bank in India, in favour of "**Director, FRI**", in case of downloading **Eol** document from the Institute website, the firm must submit respective cost of **Eol** document ` 100/- with its **Eol**, otherwise **Eol** will be rejected straightway.

2. Other detailed terms and conditions and bidding documents are available on our website: www.fri.res.in

3. To solicit prospective **Bidders' feedbacks**, on **Specifications/Terms**, a **Pre-Eol Meeting** is scheduled on -----.

Date of Start of downloading from FRI website of Eol Documents	18.12.2017	05:00 PM	Purchase Officer, FRI
Date Of Pre Eol Meeting	21.12.2017	03:00 PM onwards	
Date of Submission of sealed Eol document	22.12.2017	11:00 AM onwards	
Last Date for Submission of Sealed Eols	04.01.2018	11:00 AM	
Date of Opening of Technical Eols Date of Opening of Financial Eols	05.01.2018 05.01.2018	11:30 PM 03:00 PM	



COVERING LETTER

From,

(Full name and address of the Bidder)

M/S.....
.....

To,

**The Director,
Forest Research Institute
Dehradun.**

**Subject: Expression for Running of Souvenir Shop at Forest
Research Institute, Dehradun.**

Sir,

We hereby submit our offer in full compliance with terms & conditions of the attached EOI. The EOI is submitted in three separate and sealed envelopes marked:

- Part-I (EMD)
- Part-II (Technical Bid]
- Part-III (Financial Bid)

Dated:

**(Signature of Bidder)
With seal**

Brief about FRI

The Forest Research Institute is an institute of the Indian Council of Forestry Research and Education and is a premier institution in the field of forestry research in India. It is located at Dehradun in Uttarakhand, and is one of the oldest institutions of its kind. In 1991, it was declared a deemed university by the University Grants Commission. Established as Imperial Forest Research Institute in 1906, Forest Research Institute (FRI) Dehradun is a premier institution under the Indian Council of Forestry Research and Education (ICFRE).

Organisation

Established as Imperial Forest Research Institute in 1906, Forest Research Institute (FRI) Dehradun, is a premier institution under the Indian Council of Forest Research and Education (ICFRE). Styled in Greco Roman Architecture by C.G. Blomfield, the main building is a National Heritage which was inaugurated in 1929. The Institute's history is virtually synonymous with the evolution and development of scientific forestry, not only in India, but over the entire Indian sub-continent. Set in a lush green estate spread over 450 hectares, with the outer Himalaya forming its back drop, the Institute's main building is an impressive edifice, marrying Greco-Roman and Colonial styles of architecture, with a plinth area of 2.5 equipped laboratories, library, herbarium, arboreta, printing press and experimental field areas for conducting forestry research, quite in keeping with the best of its kind anywhere in the world. Its museums, in addition to being a valuable source of scientific information, are a major attraction for tourists.

Scope of Work:-

1. For running of Souvenir Shop (measuring area 21.5 m² approximately: -

- Forest Research Institute invites EOI from reputed Semi Government and Cooperative Agencies for Running of Souvenir Shop at the FRI Campus.
- A spacious souvenir shop has been provided in the Main Building of Forest Research Institute for retail selling of science related books, souvenirs, kits etc..
- More than 1.2 Lacs visitors visit the Forest Research Institute annually. Visitors generally spend 6 to 7 hours in the Forest Research Institute campus.
- **Initially for a period of one year (subject to review after six month by a committee). Further extension shall be of the sole discretion of Director FRI.**

For the **execution** of each and every **aforelisted activity**, the **selected bidder** shall **constitute** the **Second Party**, *while the **FRI, Dehradun** shall constitute the **First Party***. The **selected** semi-government, cooperative agency shall have to abide by the **provisions** of the Indian Council of Forestry Research & Education, the **General Financial Rules (GFR), 2005**, the relevant **Labour laws** and other applicable **Rules and Regulations** in vogue.



**INSTRUCTIONS TO SEMI-GOVERNMENT, COOPERATIVE
AGENCIES**

===== XXXX =====

Contract for Running of Souvenir Shop

1. PRE-BID MEETING

A pre-bid meeting shall be held for clarifying any issue raised by the prospective bidders. The prospective bidders may send their queries in advance preferably.

Decisions taken in the pre-bid meeting shall have overriding effect on the provisions mentioned in scope, term and conditions of the Tender Document.

2. The offer should be submitted in three separate envelopes.

Part - I (Envelope - I): containing Earnest Money Deposit of Rs. 5000/-

Part - II (Envelope - II): containing Technical Bid

Part - III (Envelope - III): containing Financial Bid

3. The procedure for submitting the EOI shall be as under: -

ENVELOPE - I: superscribed "**EARNEST MONEY DEPOSIT**" should contain

- Earnest Money Deposit in the form of Demand Draft for Rs. 5000/-
- The earnest money deposited to FRI will be refunded to the unsuccessful bidder after award of work to successful bidder.
- In case of successful Bidder, the Earnest Money will be retained as the Security Deposit/ Retention Money for satisfactory execution of the contract.
- In case of successful Bidder does not return the signed copy of the Agreement within 15 days of the issue of the intent letter, the earnest money shall be forfeited by the FRI.
- No interest will be payable on the EMD.

ENVELOPE - II: superscribed "**TECHNICAL BID**" should contain

- Semi Govt., Cooperative agency Profile
- Particulars of Bidder as per Annexure: I attached
- Details of Experience of similar work (along with proof, if possible)
- Documentary evidence for PAN, VAT etc.
- Two References with Name and Contact information, where the bidder is already running of Souvenir Shop during last 3 years. (If any)
- Self Attested copy of last 2 years Income Tax Assessment (order/return) (if any)

- Any other details Bidder wants to submit in support of his / her suitability.

ENVELOPE III: superscribed "**FINANCIAL BID**" should contain only the price bid.

All the envelopes mentioned above should be submitted in a larger envelope double-sealed cover, super-scribing "**EOI for Souvenir Shop at Forest Research Institute, Dehradun.**" within due date.

4. **PROCEDURE**

The procedure of opening the tender shall be as follows:

Envelope – I shall be opened in the first instance. Bids without proper Earnest Money shall be outrightly rejected and Envelope – II and III shall not be opened.

Envelope – II shall only be opened with Earnest Money in Envelope-I as required.

- The Technical Bid will be evaluated by Technical Evaluation Committee.

Envelope - III of only those bidder(s) shall be opened who have been qualified by the Technical Evaluation Committee.

Conditional bids will be outrightly rejected.

5. **SELECTION CRITERIA**

The Financial Bids of only those bidders will be opened who will be recommended by the Technical Evaluation Committee.
Highest commission paying Bidder will be awarded the contract.

6. **Other Instructions**

- 7.1 Bidders are advised to understand the magnitude of the work and visit FRI and themselves see the location and present exit route through Souvenir Shop during office hours on any working day
- 7.2 Director FRI reserves the right to reject / cancel any or all or part of the tender of the bidder without assigning any reasons and shall also not be bound to accept highest bidder. The decision of the Director FRI shall be final and binding.
- 7.3 Omission, neglect or failure on the part of bidder to obtain requisite reliable and full information or any matter affecting his / her EOI, shall not relieve the bidder, from any liability in respect of the contract.

INSTRUCTIONS TO GOVERNMENT, SEMI-GOVERNMENT, COOPERATIVE AGENCIES

Part-II: DATA SHEET

Clause No. of Data Sheet		Particulars
1.	Name of the Employer:	Director, Forest Research Institute, Dehradun - 248006
2.	Name of the Assignment/job is:	For running of Souvenir Shop (measuring area 21.5 m ² approximately)
3.	A pre-EoI meeting will be held:	at 3 PM on 21.12.2017 in office of Purchase Officer, FRI.
4.	Date & time and address for submission of Expression of Interest (EoI) :	
	a. Date	22.12.2017
	b.	11:00 AM onwards
	c. Address	Tender box kept at Purchase Section, FRI.
5.	The Employer's representative is:	Sh. P.K. Pande, Purchase Officer, FRI.
	Address	Purchase Section, FRI.
	Telephone:	0135-2224205
	E-mail:	po_fri@icfre.org
6.	Validity-period of the Expression of Interest (EoI) to be submitted by the prospective Telecom Company :	The Expression of Interest (EoI) to be submitted by the prospective Government, Semi-Government, Cooperative Agencies must remain valid for minimum 90 days after the award date
	The address for requesting clarifications is:	Sh. P.K. Pande, Purchase Officer, FRI, Dehradun.
	E-mail:	
8	The formats of the Expression of Interest (EoI) to be submitted are: Form EoI - 1: Covering Letter of submission of Expression of Interest (EoI) Form EoI - 2 Semi-Government, Cooperative Agencies organization & experience Form EoI - 3 : Information regarding any conflicting activities and declaration thereof. Form EoI - 4 : Questionnaires (Part – A & Part - B) Form EoI- 5 : Financial Involvement	
9	The Semi-Government, Cooperative Agencies must submit the original and one copy of the Expression of Interest (EoI).	



PARTICULARS
Use Additional Sheet if necessary
(Qualifying documents)

- | | |
|------|--|
| S.No | |
| 1 | Name of Agency |
| 2 | Postal Address

➤ E-mail address
➤ Telephone No.
➤ Fax No |
| 3 | Name and designation of the representative of the Agency to whom all references shall be made
Mobile No. |
| 4 | Status of Organization (Whether Semi Government/Public Sector Undertaking / Sole Proprietor / Partnership/Cooperative Society etc.) |
| 5 | GST No.:
PAN No.:
Self Attested copy of last 2 years Income Tax Assessment orders. |
| 6 | FINANCIAL STATUS Turnover for the last 3years:
(Documentary Evidence) |
| 7 | BANK DETAILS Name of the Bank: Address of the Bank:

Type of Account:
Bank Account Number: |
| 8 | Has the bidder executed similar nature of work? (attach copies of work orders & references) References (from two firms)
Or own work then details of it. |
| 9 | Affidavit in the stamp paper of ₹10/- to be provided that contractor/firm has been never debarred / black listed by any Government Department / Undertaking or any other Agency? |



- 10 Have your registered under Employees Provident Fund and Miscellaneous Provision Act? IF so, enclose copy of Registration.
Enclose copy of latest remittance made by your agency towards EPF
- 11 Have you registered under Section 69 of the Indian Finance Act 1994 and Service Tax Rules 1994? If so, enclose copy of Registration
Enclose copy of latest remittance made by your Agency under service tax rules.
- 12 Have you registered with the State / Central Labour Authorities? If so, enclose copy of registration
- 13 Details of bank draft for Rs. _____
enclosed as EMD
- 14 Details of bank draft for Rs. _____
enclosed as Tender Document Fee
- 15 Any Other Information

(Name & Signature of Agency)
With Seal

Date:



SCOPE OF WORK, TERMS & CONDITIONS

1. Scope of Work

Retail selling of science related books, souvenirs, scientific kits, toys, etc at Souvenir Shop at the Forest Research Institute

Period of Contract

- 2.1. The contract shall be for a period of One years from the date of start.

3. Extension of Contract Period

- 3.1. If FRI finds the work of contractor satisfactory and Contractor also desires to continue operations of souvenir shop at FRI then Contract can be extended to one year on mutually agreed period and terms & conditions.
- 3.2. The Security Deposit will be withheld for the extended period and no interest will be payable.

4. Security and Payments

4.1. Security

4.1.1. The Bidders shall deposit EMD of Rs. 5000/- at the time of deposit of EOI. EMD of the successful bidder will be kept as Security Amount for the duration of the lease period. It will be returned only after the completion of the lease period.

4.1.2. Successful Bidder will deposit additional Rs. 5000/- or Bank Guarantee of equivalent amount with FRI as a part of Security Deposit at the time of award of contract.

4.1.3. No interest will be payable on Security Deposit.

4.1.4. The Security deposit is liable to be forfeited wholly or partially if:

4.1.4.1. The standard of souvenir shop deteriorates during the tenure of contract.

4.1.4.2. Persistent misbehavior of contractor or his employees.

4.1.4.3. Any damage is caused to the building, equipment and

any other things belonging to FRI

- 4.1.4.4. The Lessee declines to render services at the rates agreed upon, due to any reason.
- 4.1.4.5. Lessee fails to fulfill any terms & Conditions of the agreement.
- 4.1.4.6. As per the termination clause.

4.2.1. Mode / Schedule of Payments will be as follows:

	Item	Amount	Time for Deposit of Money
A	EMD	Rs 5000/-	Deposited along with EOI Document will be retained as part of Security Deposit in case of successful bidder.
B	Security Deposit	Rs. 5000/-	Successful Bidder will deposit Security as Demand Draft to FRI or Bank till the tenure of contract on award of contract.
C	Electricity Charges	As per the HLF	Shall be paid at the end of each month.

5. CONTRACTORS RESPONSIBILITIES

- 5.1. Contractor shall follow and comply with Requirements / ACTS / Rules / Notifications by Government and Guidelines for running of souvenir shop.
- 5.2. Comply with rules and notifications of Ministry of Labour, Government .
- 5.3. Indemnify FRI against any such violation of rules / requirements etc found by authorized Agencies during inspections or otherwise.
- 5.4. The Contractor shall be provided with the souvenir shop building with normal electrical fittings. He/she will get the counters made, display racks, provide ACs, special lights, Computers and printers (for billing purpose) and other related items for running Souvenir Shop at his own expenses.
- 5.5. The Following types of articles relating to FRI, or based upon the principles of science, or providing knowledge of science may be sold by the contractor in the souvenir shop:
 - Scientific articles.
 - Key rings
 - Toys
 - Books
 - Puzzles
 - Kits
 - Science related CDs
 - Educational Films
 - Posters & Paintings
 - Badges
 - Souvenirs based on various exhibits / models of FRI.
 - T Shirts, jackets, caps with FRI logo and name
 - Any other item with the permission of Director, FRI
- 5.6. The list of articles to be sold at souvenir shop shall be got approved from the Director, Forest Research Institute. Rates for each item will be a labeled on each item.
- 5.7. The contractor will arrange and provide all other auxiliary and support infrastructure or equipment for operations and maintenance of the facility.

Terms & Conditions about employees of the contractor

- 5.10.1. The contractor shall certify that the age of workers deployed is more than 18 years and shall comply with all the statutory requirements.



- 5.10.2. The contractor shall pay the minimum wages as prescribed by the Ministry of Labour, to the persons engaged by him / her and abide by other Labour Laws like ID Act, Shops & Establishments, Employees Insurance, Factory Act etc.
- 5.10.3. The Contractor will furnish a list of his employees with their names, father's name, correspondence address as well as permanent address, date of birth and photographs to the FRI for record.
- 5.10.4. The contractor shall provide identity cards and uniforms to all his staff at his own cost.
- 5.10.5. The contractor will be responsible for observing all the legal requirement / obligations / statutory compliance regarding working conditions of his employees under various labour, service, ESI, PF and other laws which may be in force.
- 5.10.6. Neither contractor nor any of his employees will perform the duty in drunken condition and if the contractor or any of his employees is found in such state, it may result in a fine of Rs. 2000/- for the first time and Rs. 5000/- for each subsequent offence(s).
- 5.10.7. In case any legal action is brought about by any of the employees of the contractor for any grievance with regard to his service conditions, benefits or any other loss or injury suffered during performance of his duties etc. the entire responsibility shall be of the contractor, who shall indemnify FRI against any such claim.
- 5.10.8. The behaviour of the contractor and his employees with the visitors and the staff of FRI shall be polite and courteous. The employee of the contractor, who will be dealing with the public shall be at least matriculate, smart, well mannered and of co-operative attitude. No person other than those mentioned in the list shall be placed on duty. Any employee of the contractor shall be liable to pay an amount of Rs 2000/- as penalty to the FRI in case of default of above. If such violation continues 3 times, the contractor would be required to terminate that employee. Further if any dispute occurs with any visitor, the matter shall be immediately referred to Director FRI, whose decision in the matter shall be final and binding.
- In case the contractor or his employees are found guilty of moral turpitude or any anti-social activity, the agreement may be cancelled by the FRI. Besides, FRI will be at liberty to take criminal / civil action as per provision of law against such person.



- 5.10.9. FRI will not be responsible for payment of any type, on account of any loss occurring due to employees of the contractor for which the contractor shall be exclusively liable.
- 5.10.10. In case of any mishap or any accident in the contract space, the contractor shall be solely responsible for civil damages and criminal action and the contractor shall indemnify FRI. Also it will be the responsibility of the contractor to shift the person / persons on this account to a suitable medical facility at his cost and meeting his/her medical expenses, if so required.

5.11. **Premises**

- 5.11.1. The contractor will not transfer or sublet the contract.
- 5.11.2. The contractor will not make any kind of excavation or construction including alteration or modification in the premises without the permission of FRI in writing and further, he shall have no right to use FRI property for his/her employee's personal purpose. The contractor shall not claim any such alteration / modification to be removed which may damage the premises as originally existing at the expiry of contract or extended period thereof.
- 5.11.3. The contractor will not alter or damage FRI property including electrical appliances, sanitary fittings and other fitting/equipments as well the plantation work provided in the premises. In fact he shall be responsible for its care and safety, failing which he will be liable to pay its cost as decided by the FRI. FRI has the authority to inspect the leased space any time without giving any notice to the contractor.
- 5.11.4. The contractor will keep the premises in good, clean and hygienic order and maintain it in its original and aesthetic shape.
- 5.11.5. The contractor will not use or permit others to use the premises for the publicity purpose in any shape or form.
- 5.11.6. The contractor will not encroach upon the rights of other contractors, running FRI premises.
- 5.11.7. Maintenance of the premises will be the responsibility of the Contractor during the Lease period.
- 5.11.8. On termination of contract, the contractor will hand over the site(s) to FRI in the condition / manner it was received, else FRI will have the right to deduct cleaning / repair /except as



provided elsewhere herein/ white washing cost from the Security (EMD) or other dues payable or charge the contractor for the same.

5.12. Penal Rent

- 5.12.1. If the contractor fails to vacate the premises after the expiry of the contract period owing to any reason, whatsoever, the contractor shall pay the penal rent of Rs.1000/- per day for such period the premises remains in his possession after expiry of Contract or the extended period, as the case may be.

5.13 Maintenance

- 5.13.1 Maintenance of all equipment, electrical, civil, plumbing work etc whether provided by FRI or arranged by the contractor, to be done by the contractor.
- 5.13.2 In the event of theft, pilferage or damage to the FRI property, and if proved that the contractor or his staff are responsible; the agency should make good all the losses and remove the concerned person identified as responsible from the services.

5.14. Operations:

- 5.14.1 Presently FRI is open 365 days (on all Saturdays, Sundays and Holidays) from 9:00 AM to 5.30 PM. Therefore facilities should be available all the time. Holiday, if any shall be notified in advance.

5.15 Other Important Conditions

- 5.15.1 Contractor will be responsible for having cordial relations with tour operators / travel agents.
- 5.15.2 The Contractor will arrange to collect payment from visitors or employees of FRI on his / her own. Any credit facility extended by contractor will be at his / her cost and risk. The FRI will not take any responsibility on this account.
- 5.15.3 All the statutory requirements regarding payment to the workers shall be exclusive liability of the contractor.
- 5.15.4 All the Taxes applicable from time to time shall be the



responsibility of the contractor.

5.15.5 The contractor will be himself / herself responsible for insurance of his / her goods and will indemnify FRI from any losses due to operations, fire, theft, force majeure etc.

5.15.6 Bidders are advised to visit the site and inspect the facilities available at the FRI.

6. Termination of Contract

- 6.1 The contract can be terminated by either party after giving 6 months notice.
- 6.2 Without prejudice to other provisions herein, the contract can be terminated by FRI by giving a prior notice of one month on violation of conditions of contract or on the grounds of default of proper services or deposit of payments by contractor
- 6.3 In case of termination of the contract during the contract period, in the violation of clause 7.2 of the agreement, security Deposit will be forfeited.
- 6.4 In case of termination of the contract by the contractor, during the contract period, Contractor shall not remove his / her any equipment from the FRI without the permission of the Director FRI, before full and final adjustment of accounts.

7. Arbitration

- 7.1 All disputes between FRI and the contractor arising out of this agreement entered into or in relation thereto or regarding the interpretation of any clause, terms and conditions thereof shall be referred to the Director FRI acting as such at the time of reference or any other person as may be nominated by the Director who will be the sole arbitrator and his decision will be final and binding.
- 7.2 The place for arbitration will be Dehradun.



SECTION-VI

The **minimum eligibility requirements** for Semi-Government, Cooperative Agencies:

Procedure for submitting Application

The application for Running of Souvenir Shop (measuring area 21.5 m² approximately).

Mandatory Documents

- i. PAN Card
- ii. GST if applicable as per rule
- iii. Undertaking on the judicial paper that the leased shop will be utilized for the purposes and manner as specified in this documents
- iv. Details having name and Address of Agency along with the registration certificates if any
- v. Certificate that the firm is not blacklisted in Rs. 10/- judicial paper 'it is certified that company/firm is not black listed/debarred by any Government/PSU/Autonomous/ or any other organization.
- vi. Tender fee Rs. 590/- (inclusive taxes)
- vii. EMD Rs. 5000/-

Procedure of allotment orders and Execution of Lease

Estate officer dealing with the work relating to allotment of Institute shops/houses etc. shall after the approval of competent authority issue orders regarding lease mentioning also the specific conditions.

Section-VII

**FOREST RESEARCH INSTITUTE,
DEHRADUN**



Expression of Interest (EOI) Form

Closing date: _____ (2.30 PM).

CHECK-LIST

Please note: To help you prepare the best application possible, all items below need to be considered and ticked off. This will also assist us with assessment of your application.

Have you:

☐ Read the EOI Guidelines?

☐

☐ Contacted the relevant Officer(s) to discuss your EoI Document?

☐

☐ Read and addressed the FRI- EoI document?

☐

☐ Checked that your Semi-Government, Cooperative Agencies is aware and agrees to the final EOI submitted?

☐

☐ Signed the EOI (or typewritten if emailed) and checked that you are authorized to sign/submit the form?

☐

☐ Checked If you are proposing to employ staff, are you aware of your obligations as an employer to provide adequate insurance, Service facilities, ESI, EPF, etc., for each of those staff, plus employment conditions as recommended in principle under the guidelines of Government of India, Ministry of Labour, etc., where appropriate?

Yes: ____
No: ____
N/A: ____

Me

LETTER OF PROPOSAL SUBMISSION

[Location, Date]

To,

Director,
Forest Research Institute,
Dehradun- 248006.

Dear Sirs,

I/We, the undersigned, offer to express the necessary interest for being short-listed for the Bidding process for Lease of Shop (measuring area 21.5 m² approximately under **FRI**, Dehradun, in accordance with your “**Invitation for Expression of Interest**” dated ----- 2017. We are hereby submitting our **Expression of Interest (EoI)**, **EMD** and **requisite EoI Document fees**.

I/We are submitting our Expression of Interest (EoI).

I/We hereby declare that all the information and statements made in this Expression of Interest (EoI) are true and accept that any misinterpretation contained in it may lead to our disqualification. All the documents are subject to verification by local administration or as deemed fit by the Authority

Our Expression of Interest (EoI) is binding upon us.

We understand that you are not bound to accept any Expression of Interest (EoI) you receive.

Yours sincerely,
Authorized Signature [In full and initials]:
Name and Title of Signatory:
Name of Organization:
Address



ORGANIZATION AND EXPERIENCE

A – Organization

[Provide here a brief description of the background and organization of your organization/entity and each associate for this Assignment/job. The brief description should include ownership details, date and place of incorporation of the organization/ cooperative, objectives of the organization/ cooperative etc. Also if the organization/ cooperative has formed a consortium, details of each of the member of the consortium, name of lead members etc shall be provided]

B - Experience [Using the format below, provide information on each similar assignment/job for which your organization, and each partner in the case of consortium or joint venture, was legally contracted either individually as a corporate entity or as one of the major partners within an association, for carrying out such work. In case of consortium, association of Company, the Company must furnish the following information for each of the consortium member separately]

1. Firm's name:

1	Assignment/job name:	
1.1	Description of work	
1.2	Place of Work	
1.3	Name and Address of Employer:	
1.4	Name of associated Consultants, if any:	



FORM EoI-3

INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND DECLARATION THEREOF

We hereby declare that our Government, Semi-Government, Cooperative Agencies, are **not indulged** in any such activity which can be termed as the **conflicting activities**. We also acknowledge that in case of **misrepresentation** of the information, our proposals / contract shall be **rejected / terminated** by the Employer which shall be binding on us.

Authorized Signature [In full and initials]:
Name and of Signatory: .
Name of organization:
Address: .



FORM EoI-4**QUESTIONNAIRE (Part –A)**

Sl. No.	Details of relevant Information sought		Information to be provided by
1.	Name of Semi-Government, Cooperative Agency or any other agency	:
2.	Date of Establishment of Organization	:
3.	Legal Status of Organization [Whether Cooperative / Society (<i>under Societies Registration Act</i>)/ Central PSU / State PSU/ Government/ Semi government or so?]	:
4.	Registration. No. & Date (if any)	:
5.	Copy of Registration Certificate (To be enclosed)	:
6.	Nos. of such contracts received each year during last 5 years [alongwith copies of Award of contracts(s)]	:	
7.	Name of authorized Signatory, alongwith Address, Tel. No., Fax No. & email address	:
8.	Details of Blacklisting from any Govt. Deptt./Organizations, if any. (If so, the firm must also provide the detailed reasons for its blacklisting, for consideration of its Bid on overall Merits, if any.)	:	

Signature of Authorized Signatory of prospective organization:
(enclose the Letter of Authority Signatory)

Signatory's Name:

Address:



QUESTIONNAIRE (Part – B)

The prospective , Semi-Government, Cooperative Agencies **should furnish** specific answers to all the questions/issues **mentioned** below. **In case a question/issue does** not apply to a prospective Firm, **the same should be answered with the remark** “not applicable”.

Wherever **necessary and** applicable, **the** prospective Government, Semi-Government, Cooperative Agencies **shall** enclose certified copy **as** documentary proof/ evidence **to** substantiate **the** corresponding statement.

In case a prospective organization furnishes a wrong or evasive answer against any of the under-mentioned question/issues, its Bid will be liable to be cancelled.

Sl. No.	Query related to Information sought from prospective Government, Semi-Government, Cooperative Agencies or any other agency	Information to be provided by the prospective Government, Semi-Government, Cooperative Agencies or any other agency	Guiding Remarks /Note (for prospective Government, Semi-Government, Cooperative Agencies)
1.	Expression of Interest (Eoi) is valid for acceptance upto	:	Eoi is required to be valid at least upto ----- -----2017.
2.	Your permanent Income Tax A/C No.	:	
3.	Attach certified copy of your latest/current Income Tax clearance certificate	:	
4.	Status:		
	ii) Are you currently registered under the Indian Companies Act, 1956 or Societies Registration Act, 1860, or any other Act?	:	Yes / No. If Yes, then Regn. No.:
6.	i) Please indicate name & full address of your Banker(s)	:	The Banking details are required to ensure Financial Transparency, &, to facilitate timely payment through E-Payment / ECS / RTGS / LC, etc.
	ii) Please provide your Principal organization's Bank A/c. No., Bank Code, IBAN Code, SWIFT/BIC Code.	:	Bank A/c. No.: Bank Code: IBAN Code: SWIFT/BIC Code:
8.	Please state whether any work dealings with you currently stand suspended / banned by any Ministry/Department of Government of India or by any State Govt.	:	. Yes/No

.....
(Signature with date)
(Full name, designation & address of the person duly authorized to sign on behalf of the prospective Organization)
.....

For and on behalf of (Name, address and stamp of the prospective Organization)



FORM EoI-5

Sl. No.	Details of relevant Information sought		Information
1.	Monthly Rent of Shop to be paid to the Employer (in Rs.)	:	Information to be provided by the prospective lease
2.	Electricity Consumption	:	To be paid by Lease
3.	Deployment of Security Staff (if any)	:	Information to be provided by the prospective lease
4.	Space Required (In Sq. Meter)	:	21.5 m ² approximately
5.	Annual Increment % over base value of monthly rent mentioned at Sl. No.1	:	5% per yr
6.	Any other items Required	:	Information to be provided by the prospective lease



Section – VIII

MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD

Whereas M/s (hereinafter called the “lease”) has submitted their Expression of Interest (EoI) dated for being short listed for erecting mobile tower under **FRI**, Dehradun, against the employer’s Invitation for EoI No. -----, dated 2017.

KNOW ALL MEN by these presents that WE of having our registered office at are bound unto (hereinafter called the “Employer”) in the sum of for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this day of 2017.
THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the lease withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the lease having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
 - a) If the lease fails to furnish the Performance Security for the due performance of the contract.
 - b) Fails or refuses to accept/execute the contract.

WE undertake to pay the Employer up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to 90 days after submission of EoI; i.e. at least upto and any demand in respect thereof should reach the Bank not later than the above date.

.....
(Signature of the authorized officer of the Bank)

.....
.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

