



**GOVERNMENT OF ARUNACHAL PRADESH  
TOURISM DEPARTMENT**

**Selection of Project Design and Development Consultant (PDD) for  
Development of Eco Tourism / Vibrant village with cultural hub at  
Anini, Dibang Valley  
District, Arunachal Pradesh under Swadesh Darshan 2 Scheme**

**DEPARTMENT OF TOURISM**

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## Disclaimer

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This RFP is not an agreement and is neither an offer nor invitation by the Department to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments made by the Department in relation to the Consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFP may not be appropriate for all people, and it is not possible for the Department, its employees, or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements, and information contained in this RFP, may not be complete, accurate, adequate, or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Department accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein. The Department, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

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

The Department may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP. The issue of this RFP does not imply that the Department is bound to select an Applicant or to appoint the Selected Applicant for the Consultancy and the Department reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever. The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or

presentations which may be required by the Department or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant, and the Department shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

### Request for Proposal (RFP)

|     |                                                                               |   |                                                                                                                                                                                                                                                             |
|-----|-------------------------------------------------------------------------------|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of Work                                                                  | : | Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism/ Vibrant Village and cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme                                            |
| 2.  | Site / Location                                                               | : | Arunachal Pradesh, Dibang Valley                                                                                                                                                                                                                            |
| 3.  | Websiteuploading of Tender and also viewing of Corrigendum /Addendum, if any. | : | Through e-procurement mode only – <a href="https://arunachaltenders.gov.in/nicgep/app">https://arunachaltenders.gov.in/nicgep/app</a>                                                                                                                       |
| 4.  | Cost of RFP Document                                                          | : | Rs. 2500/- (in form of Demand Draft in favor of the Member Secretary, Dot, AP GoAP                                                                                                                                                                          |
| 5.  | Amount of Earnest Money Deposit                                               | : | Rs.1 lakh in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank Guarantee from any of the Commercial Banks in an acceptable form in favor of the Member Secretary, Dot, AP GoAP                                          |
| 6.  | Validity of Bid/Tender                                                        | : | 90 Days                                                                                                                                                                                                                                                     |
| 7.  | Pre-Bid Meeting                                                               | : | 05 <sup>th</sup> Aug' 2026 at the Office of the Director Tourism, OR through Video Conferencing. The details of Video conferencing will be intimated on <a href="https://arunachaltenders.gov.in/nicgep/app">https://arunachaltenders.gov.in/nicgep/app</a> |
| 8.  | Uploading of Bid Document / Sale of Tender                                    | : | 1 <sup>st</sup> Aug' 2026                                                                                                                                                                                                                                   |
| 9.  | Last date & time for submission of Technical & Financial Bid                  | : | 7 <sup>th</sup> Aug' 2026 up to 12:00 PM                                                                                                                                                                                                                    |
| 10. | Opening of Technical Bid                                                      | : | 10 <sup>th</sup> Aug' 2026 at 11:00 AM                                                                                                                                                                                                                      |
| 11. | Opening of Financial Bid                                                      | : | Intimated to Technical Qualified Bidders.                                                                                                                                                                                                                   |

**Exemption in EMD Fee for Micro, Small & Medium Enterprises Units:** In line with Central Govt. guidelines for nomination of MSME's ,MSME Units shall be exempted from submission of EMD Fee on production of requisite proof in respect of valid registration certificate from the MSME. Firms in the process of obtaining of MSME registration will not be considered for the EMD exemption.

The tender document must be downloaded from above specified websites. Bidders are advised to visit above specified websites regularly for updates /Amendments/ Corrigendum, if any. The Updates/Corrigendum/Addendum shall be followed up to submission of tender and it will be the part of tender.

The purpose of this RFP is to provide interested parties with information to assist the preparation of their bid. While DoT, AP, GoAP has taken due care in the preparation of the information contained herein, and believe it to be complete and accurate, neither it nor any of its authorities or agencies nor any of its respective officers, employees, agents, or advisors give any warranty or make any representations, expressed, or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

Further, DoT, AP, GoAP, does not claim that the information is exhaustive. Respondents to this RFP are required to make their own inquiries/ surveys and will be required to confirm, in writing, that they have done so and they did not rely solely on the information in RFP. DoT, AP, GoAP is not responsible if no due diligence is performed by the bidders.

Through this RFP, Pre-Qualification cum Tender is invited for Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme on QCBS system as per Scope of work defined in this tender, from Contractors / Agencies / Companies/ Firms /Individual/ Sole Proprietor/Limited/Private Limited in two Part system, i.e.

**(a) Part No. I: Technical Bid**

i) Technical Bid- (hard copy submission)

*Note: Presentations should be a maximum of 12-15 pages/slide only.*

**(b) ) Part No. II: Financial Bid**

i) Financial Bid- (hard copy submission)

The bids/proposals shall be submitted in 2 (two) parts:

**Part I shall be named "Technical Bid" and shall comprise;**

***Envelope-1:*** Containing Cost of Tender, all documents required as prescribed in Technical

Bid, Presentation and Earnest Money Deposit as prescribed in RFP or Exemption certificate in EMD fee for Micro, Small & Medium Enterprises. The envelope should be superscribed as **“Envelope 1 – Tender Cost fee /EMD/ Exemption certificate / Complete Tender Documents for “Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme”**

*Note: In the technical proposal, there should not be any indication about the prices (printed or otherwise) of any of the services offered.*

**Part II** shall be named "Financial Bid" and shall comprise;

***Envelope-2:*** Form of Bid mentioned in RFP. The envelope should be superscribed as **“Envelope 2 – Financial Bid for “Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme”**

## **Section– I**

### **Scope**

In pursuant of Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme, DoT, AP has decided to invite Request for Proposal (RFP) comprising Technical Bid and Financial Bid from eligible bidders to select a single Bidder as Project Development and Management Consultant (PDD) for Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme.

Selected PDD shall be responsible for undertaking the following activities on end-to-end basis for Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme:

#### **1. Preparation of Detailed Project Report (DPR):**

- a) Prepare DPR for one and more projects under the Scheme. As per the Scheme, 1 or more projects (maximum 3) can be submitted to the Ministry of Tourism, Government of India for sanction. As on date, DoT, AP has selected under the Scheme for preparation of DPR, additional projects to be taken up under the Scheme will be informed to the PDD.
- b) DPR is required to be submitted as per the Operational Guidelines and template for Detailed Project Report.
- c) Operational Guidelines issued by Government of India (GoI) has specified the detailed table of content and the activities/information/data which are required to be captured in the DPR(s). PDD shall be required to prepare the DPR(s) comprising all the information/data  
e.g. architectural drawings, 3D views, project layout plans & visualization, project cost estimation, etc. as specified in the Operational Guidelines and to the satisfaction of the MoT, GoI. PDD shall be required to make revisions in the DPR(s) as conveyed by Department of Tourism.

#### **2. Presentation of the DPR and Coordination with DoE ,MoF, GoI**

- a) Prepare and make presentations to DoT, AP and other stakeholders within the State Government including the higher authorities for the project
- b) Make presentation of the DPR(s) to the Department of MoT, GoI for approval of the project(s) under the Scheme
- c) Coordinate with concerned Departments/ Agencies at the State level as well as with the MoT, GoI for approval/ sanction of the Project.

### **3. Services during execution of the Projects sanctioned/ to be approved by MoT, Gol**

- a) Prepare detailed architectural drawings, Good for Tender (GFT) drawings, structural drawings, Bill of Quantities (BOQ), detailed estimates for all the components of the project to be sanctioned by MoT, Gol
- b) Assist in preparing tender documents comprising the technical specifications of works and other terms & conditions in line with the applicable rules & regulations for such works and assist the implementing agency in the bid process management (pre-bid meetings, evaluation of bids, agreement) for selection of contractor(s) if required.
- c) Provide architectural drawings & designs, working drawings, structural drawings, etc. to the contractor(s) while executing the project components at the Site. All the drawings & designs shall be approved by the implementing agency before execution at the Site.
- d) Update the physical and financial progress of the project components on monthly basis in the templates prescribed by MoT, Gol and / DoT, AP.
- e) Assist the implementing agency in preparation of the utilization certificates to be submitted to the MoT Gol for release of funds and fulfilment of the compliances specified
- f) Any other activity which is incidental to successful execution of the project(s) and/ or specified by MoT, Gol and the Department of Tourism/ DoT, AP.

Bidder shall be required to submit its Technical Bid and the Financial Bid as per the terms & conditions specified in this RFP document. Financial Bid shall be quoted in % age terms. Maximum 5.00% (Inclusive of GST). Bids of the Bidder quoting more than 5.00% (inclusive of GST and all applicable taxes) of the sanctioned project cost in their financial bids shall be rejected outrightly.

The statements and explanations contained in this RFP document are intended to provide a better understanding to the Bidder about the subject matter of this RFP document and should not be construed or interpreted as limiting in any way or manner the scope of work and obligations of the selected Bidder as set forth in this RFP document or the DoT, AP rights to amend, alter, change, supplement or clarify the scope of work, or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in the RFP document are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the DoT, AP.

DoT, AP shall receive Bids pursuant to this RFP in accordance with the terms set forth in this RFP and other documents to be provided by the DoT, AP pursuant to this RFP document, as modified, altered, amended and clarified from time to time by the DoT, AP (collectively the "RFP document"), and all Bids shall be prepared and submitted in accordance with such terms on or before the date specified in Clause 4 for submission of Bids (the "Bid Due Date").

Bidders must study the operational guidelines issued by MoT, Gol for the project and visit the project site and ascertain themselves for the site conditions, location, surrounding, etc. for preparing its Technical Bid and Financial Bid. Such visit shall be carried out by the Bidders at their own cost, risk and responsibility. DoT, AP, shall not be liable for such costs, regardless of the outcome of the Bidding Process.

#### **4. Brief Description of Bidding Process**

DoT, AP has adopted a single-stage, two-part (Technical Bid and Financial Bid), open competitive e- bidding process as per the provisions of the General Financial Rules applicable for Procurement of Services through e-procurement system at <https://arunachaltenders.gov.in/nicgep/app>.

- a) Bidders are invited to submit their Bids (Technical Bid and Financial Bid separately) (the “Bid”) for the Project in accordance with the provisions of the RFP document.
- b) Bidders shall submit/upload their Technical Bid and Financial Bid in separate files at <https://arunachaltenders.gov.in/nicgep/app> as per the provisions of this RFP document.
- c) Bidder shall be selected through Quality Cost Based Selection (QCBS) method in which Technical Bid and Financial Bid shall be assigned weightage of 80% and 20% respectively. Detailed process of evaluation of Bids is given in Clause 3 of the RFP document.
- d) Notwithstanding anything contained in this RFP document, the detailed terms specified in the Agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the Bidder hereunder shall continue to have effect in addition to its obligations under the Agreement.
- e) The provisions of [state law /rules] ..... thereto shall be applicable for this Bidding Process. Furthermore, in case of any inconsistency in any of the provisions of this RFP Document with the [state law /rules] ..... thereto, the later shall prevail.

## 5. Schedule of Bidding Process

DoT, AP shall endeavor to adhere to the following schedule for Bidding:

| S. N. | Event Description                                                                      | Date                                                                                                                               |
|-------|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| 1     | Availability of RFP Document                                                           | Document can be downloaded from: <a href="https://arunachaltenders.gov.in/nicgep/pp">https://arunachaltenders.gov.in/nicgep/pp</a> |
| 2     | Start Date of Downloading RFP                                                          | From: 01-08-2026                                                                                                                   |
| 3     | End Date of Downloading RFP                                                            |                                                                                                                                    |
| 4     | Mode of Submission of Bid                                                              |                                                                                                                                    |
| 5     | Last Date of Submission of Bid (Bid Due Date)                                          | Upto: 07-08-2026, 12:00 PM                                                                                                         |
| 6     | Date, Time and Venue of Technical Bid Opening                                          | 10-08-2026, 11:00 AM<br>Venue: Office of the Director Tourism                                                                      |
| 7     | Presentation by the Bidders                                                            | 10-08-2026, 11:30 AM<br>venue                                                                                                      |
| 8     | Date, Time and Venue of Financial Bid Opening                                          | Shall be intimated to the Technically Qualified Bidders at appropriate time                                                        |
| 9     | Submission of Original Demand Draft for RISL Processing Fee, Tender Fee & Bid Security | Up to: before Presentation Venue: Office of the Director (Technical), DoT, AP                                                      |

## **Instructions To Bidder**

### **1.1 SPECIAL INSTRUCTIONS TO BIDDERS FOR E-TENDERING**

### **1.2 GENERAL**

Tender is invited in Single Stage -Two Envelope system, one Technical Bid and second as financial bid. Accordingly, bidder is directed to make all formalities and registration on <https://arunachaltenders.gov.in/nicgep/app> website and submit the Technical Bid and Financial bid as hard copies to DoT, AP as specified in this RFP

### **1.3 PREPARATION OF BIDS**

- 1) Bidder should consider any corrigendum published on the tender document before submitting their bids.
- 2) Bidder should go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

### **1.4 ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Department or the relevant contact person indicated in the tender. [provide name of person]

### **1.5 LANGUAGE OF BID**

The Bid and all related correspondence and documents relating to the Project shall be in English language only. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate English translation which shall be certified by a qualified translator. Any material that is submitted in a language other than English and which is not accompanied by an accurate English translation will not be considered.

### **1.6 CURRENCY OF BID**

The Bid Price shall be quoted as X% of the total estimated project value. Tender submitted by tenderer shall remain valid for acceptance as mentioned in RFP from the date set for submission of the tender. The tenderer shall not be entitled within the said period to revoke or cancel or vary the tender given or any item thereof, without the consent of DoT, AP

DoT, AP reserves the right to reject any or all the bids or to cancel the Tender, without assigning any reason(s) whatsoever.

For & on behalf of Tenderer

## 1.7 Invitation to Bidders

The invitation is for Selection of a Firm/Agency for DoT, AP.

- The RFP Document can be availed by making a payment of INR 2500/- in the form of Rs. 2500/- in form of Demand Draft in favor of the Member Secretary, DoT, AP, during working hours on all working days at the office address from start date till last date for issue of RFP document.
- DoT, AP may, at its own discretion, extend the date for submission of proposals. In such a case all rights and obligations of DoT, AP, and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- All Banker's Cheque/Demand Draft (towards EMD & RFP document fee separately) Should be in Indian Rupees and from any Nationalized / Scheduled Bank of Account Payee Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank Guarantee from any of the Commercial Banks in an acceptable form in favor of the Member Secretary DoT, AP.

## 1.8 Eligibility Criteria and other instructions

To be eligible for being considered as technical Consultant, an applicant should fulfill the following eligibility criteria:

- a. Letter of Incorporation/Registration Certificate: The Agency should be registered in India. The Letter of Incorporation/Registration Certificate is to be submitted.
- b. Agency must have Partners/Directors or Proprietorship of firm with minimum experience of 10 (Ten) years (partial years which is more than six months will be considered, and documentary evidence needs to be submitted).
- c. PAN Card: Agency must have PAN (Documentary evidence is to be submitted).
- d. **Goods and Service Tax (GST):** Bidders are advised to get themselves registered for GST which are mandatory, as per Govt. of India notification regarding GST. Accordingly, bidder shall submit relevant documents if already registered. If not registered till date of submission of bid, bidder will give undertaking on bidder letter head stating that they will get registered in GST as per Govt. norms before submission of bills.
- e. **Turnover:** Average Annual financial turnover should be at least Rs 50 Lakhs during the last three financial years. The Duly signed & stamped Certificate from the Chartered Accountant is to be submitted.
- f. **Experience:** The bidder should have experience of having successfully completed assignments on Development of Tourism/ Govt. Projects during the last 10 years ending last day of the month previous to the one in which Tenders is invited:
  - One Similar work of value not less than 80 Crores  
Or
  - Two Similar work of value not less than Rs. 40 Crores

- Four Similar works of value not less than Rs. 20 Crores
- g. Bidder shall submit Yearly Sales Turnover and Audited Balance Sheets for Last 3 (three) years ending on the financial year 2024-25 duly certified by Chartered Accountant.
  - h. Bidder should not be blacklisted/ debarred by any Government/ semi-Government Department/ PSU. Bidders shall submit an undertaking on their letter head for not being involved in any form of corrupt and fraudulent practices.
  - i. EMD/Security Deposit: A scanned EMD for Rs.1,00,000/- (Rupees One lakh only) in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank Guarantee from any of the Commercial Banks in an acceptable form in favor of the Member Secretary, DoT, AP should be submitted along with the technical bid. Failure to do so will automatically disqualify the agency. The EMDs of the top four to five successful qualifying agencies will be retained as Security Deposit. No interest will be payable on this amount. EMD of the unsuccessful tenderers would be returned after completion of the tender process. EMD of the shortlisted agencies which have been converted into Security Deposit shall be retained with the department till the period of qualifying and returned thereafter subject to penalties that may have been imposed upon the agency. Neither the EMD nor Security Deposit will earn interest.
  - j. The Applicant firms may note that mere meeting of the minimum eligibility criteria does not entitle them for selection. The applicant firms not meeting the above-mentioned eligibility criterion from Serial no. a to i will not be considered for further evaluation. The applicants meeting the minimum eligibility criteria will be further short listed for selection as per the specified Evaluation Criteria based on Quality and Cost Based Selection (QCBS).

**Other Instructions:**

1. All provisions in this RFP document are supplementary and complementary to each other and are not to be read in isolation.
2. The Applicant shall bear all costs related to preparation and submission of proposals at all stages and DoT, AP shall in no case be liable or responsible for these costs, regardless of the conduct and outcome of the selection process.
3. Applicants shall submit all documents in the form and manner as specified.
4. The documents and other information provided by consultants or submitted by the applicants DoT, AP shall remain or become the property of the DoT, AP. All applicants are to treat all information provided by DoT, AP as strictly confidential. Personal information provided by the Consultant/ applicant shall not be supplied to any other person without permission from the Consultant/ applicant.
5. No separate correspondence/communication shall be entertained with respect to

the RFP.

6. Material deficiencies in providing requisite information and as requested in this document may result in summary rejection of the Application from the selection process.
7. Failure to provide the requested information (in given format) deemed essential to evaluate the applicant's qualifications within the stipulated period, shall result in the applicant's disqualification.
8. No explanation and/or justification for any aspect of the selection process shall be given and the decision of the DoT, AP, shall be final and binding on all without any right of appeal.
9. Rates with other departments will be on negotiable conditions and existing conditions economically suitable to that department.

## **1. Brief Description of the Project:**

Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme.

## **2. Scope of Work**

The Scope of work shall include the following:

### **Stage 1 - Preparation of Project Assessment Report and Detailed Project Report:**

- (i) Submission of DPR with initial Drawings & Abstract of Cost (AOC)
- (ii) Approval of DPR by MoT

### **Stage 2 - Architectural & Engineering Design Services and Bidding Documents:**

- (i) Submission of Detailed Drawings (GFT) and BOQs.
- (ii) Submission of Bid Management and Tender Docs

The agency should be ready to collaborate with various departments of the Arunachal Pradesh Government, such as Tourism, Rural works Department, etc. upon being selected in the tender.

## **3. Sealing, Marking and Submission of proposals:**

The Applicants shall prepare and submit their proposals as under:

List of following documents to be submitted:

- (i) EMD for the project of "Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme" for amount of Rs. 1,00,000 in the form of Demand Draft (refundable) along with RFP document fee of Rs. 2500/- (non-refundable). Both the demand drafts shall be submitted to DoT, AP the due date (physical form). Bidders with sufficient proof of registration of MSME units exempted.
- (ii) Name of the firm/agency.
- (iii) Full postal address with telephone numbers
- (iv) Proof of Registration (Certificate of Incorporation)
- (v) Copy of PAN Card
- (vi) GST Registration No
- (vii) The firm must submit following document as follows:

- **1A** - Technical Proposal Submission Form
- **1B** - General Information of The Bidder
- **1C** - Consultant's Previous Relevant Work Experience
- **1D** - Consultant's Financial Statement
- **1E** - Minimum qualification experience required of the key personnel of consultancy firms for last 3 years
- **1F** -Format for Qualification/ Experience of key personals of consultant/ consultancy firms.
- **Annexure A** - Power of Attorney of Bidder (Duly Notarized)
- **Annexure B** - Undertaking for Debarred/Black listed
- **Annexure C** - Undertaking for No Penalty is pending during the last 2 years
- **Annexure D** - Affidavit Duly Notarized on Non-Judicial Paper of Rs.100/-
- **Annexure E** - Technical and Financial Proposal Submission Form

(viii) Party must disclose: -

- a) Whether firm/agency is defaulter with department of Government of Arunachal Pradesh/Central Government.
- b) Whether any show cause notice has been issued to such agency/ company pertaining to any dispute and its status at the time of submitting tender?
- c) Whether execution of the project has been fulfilled in time and unable to explain its conduct?
- d) Whether proceeding is pending before any forum/ tribunal/ courts/ commission. If so, nature and detailed of such disputes be stated specifically.
- e) Duration from which dispute is pending and present status.
- f) Non-disclosure of information and withholding of such information shall amount to disqualification in participation in the bid of tender of DoT, AP.
- g) As per the terms and conditions of DoT, AP, the participation/approval of such tenders shall be liable to be cancelled at any stage at the sole discretion of DoT, AP.
- h) The Party is required to provide undertaking to DoT, AP that the facts and figures provided in the tender are true and correct. At any stage, even during the operation, if it is found that false information is provided in the tender document, the agreement will stand terminated and security /EMD will be forfeited.
- i) Quotation given by the bidder in the financial bid will include GST and all other taxes.

#### **4.Submission of Bids:**

The bid can only be submitted with mandatory hard copies documents as mentioned above. The bidder shall sign on all the statements, documents, certificates owning responsibility for their correctness/ authenticity.

#### **6.Selection Process**

Selection process will be adopted as per the following:

The bids shall be evaluated by a committee appointed by DoT, AP. Those who qualify in the technical bid shall be shortlisted for financial bid opening.

**A.** The Committee will select a firm in accordance with the Quality cum Cost Based System (QCBS i.e. 80: 20 ratio).

#### **B. Technical Evaluation**

The proposals would be evaluated on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and according to the point system specified hereunder:

| S No | Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Weightage        |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| A    | <p>Number of years of existence of the Firm preceding to the Bid Due Date Up to</p> <ul style="list-style-type: none"> <li>5 Years : 10 Marks</li> <li>5-10 Years : 20 Marks</li> </ul> <p>Documents required: Certificate of Incorporation/ Registration of Bidder as per its applicable law.</p>                                                                                                                                                                                                                                        | 20 Marks         |
| B    | <p>Average Annual Turnover in any of the 3 Financial Years (FY2022-23, FY2023-24, FY2024-25):</p> <ul style="list-style-type: none"> <li>More than 50 Lakhs to Rs. 1 Cr. :5 Marks</li> <li>More than 1 Cr. To Rs. 3 Cr. :10 Marks</li> <li>Above Rs. 3.00 Cr. :20 Marks</li> </ul> <p>Documents required: Chartered Accountant Certificate of the Turnover</p>                                                                                                                                                                            | 20 Marks         |
| C    | <p>Experience of undertaking consultancy (DPR preparation, architectural drawings &amp; designs) of tourism / Govt. projects under Centrally Sponsored Scheme in last 10 years preceding to the Bid Due Date</p> <ul style="list-style-type: none"> <li>1 Project : 5 Marks</li> <li>2 Projects :10 Marks</li> <li>3-4 Project : 15 Marks</li> <li>5 and more Projects : 20 Marks</li> <li>Approved and Funded DPRs :10 Marks</li> </ul> <p>Documents required: Work Order/Agreement and Completion Certificate in name of the Bidder</p> | 30 Marks         |
| D    | <p>PowerPoint Presentation (PPT):</p> <ul style="list-style-type: none"> <li>Understanding of Scheme and Operational Guidelines of MoT, GoI for Swadesh Darshan 2.0 Scheme</li> </ul>                                                                                                                                                                                                                                                                                                                                                     | 30 Marks         |
|      | <b>Technical Score - Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>100 marks</b> |

**Note:**

- Experiences in Tourism Infrastructure/ Govt. Projects under A, B, C, and D may overlap. However, credit will be given separately for the same.
- A minimum score of 70% is required for qualifying in the technical bid.
- A proposal shall be rejected at this stage if it does not fulfill eligibility criteria or does not agree to the condition of the RFP or if it fails to achieve the minimum technical score indicated.

## C. Financial Evaluation

- i. The consultant/consultancy firm shall submit financial bid on percentage basis.
- ii. The conditional bid shall not be accepted.
- iii. Consultants/Consultancy firms who score above the minimum technical score shall only qualify for further consideration.
- iv. Financial Proposal of the qualified Consultants/Consultancy firms shall only be opened with intimation to the qualified Consultants/Consultancy firms. Consultants/Consultancy firms are requested to quote their fees as a percentage of the total project cost.
- v. Financial bid will not be opened if Earnest Money (EMD) of Rs. 1.00 Lakh (refundable) along with RFP document fee of Rs. 2500/- (non-refundable) is not submitted by the bidder with the Technical Bid.
- vi. EMD and RFP document fee (separately) as per RFP.
- vii. After the evaluation is completed, the DoT, AP shall notify those bidders whose proposals did not meet minimum qualifying marks under technical qualification and were considered non-responsive to the RFP's Terms of Reference, indicating that their Financial Proposals will be returned unopened after completing the selection process.
- viii. The lowest bidder (Fm) will be given a financial score (Sf) of 100 points. The financial score (Sf) of the other Financial Proposals will be computed as follows:
  - $Sf = 100 \times Fm/F$ , in which Sf is the financial score, Fm is the lowest quote and F the quote of the proposal under consideration.

**Total Score = 80% x Technical Score + 20% x Financial Score**  
**Whereas, financial Score = 100 x (Lowest Financial Bid / Financial Bid)**

The work will be awarded to the Bidder with highest Total Score (H1) (herein after referred to as "Selected Bidder").

## D. Ranking

Proposals will be ranked according to their combined technical (St) and financial (Sf) scores, giving 80% weight to the Technical Score and 20% weight to the Financial Score.

## E. Declaration of the award of contract

Information relating to evaluation of proposal and the recommendation concerning awards shall not be disclosed to the Consultant/Consultancy firms who submit the proposal or to other persons not officially concerned with the process, until the award of contract is notified to the successful Consultant/Consultancy firm.

## **F. Award of Contract**

- i) DoT, AP shall notify the successful Consultancy firm in writing by a Registered Letter/Courier/Speed Post/e-mail or Bearer that the proposal has been accepted.
- ii) An agreement shall be signed between DoT, AP & the selected Consultancy firm laying down the conditions of work, payment etc.
- iii) Letter of award and its acceptance by the Consultant/Consultancy firm, shall constitute a legal binding agreement between DoT, AP / Executive Agency, and the Consultant/Consultancy firm till such time the contract agreement is signed.
- iv) The EMD of unsuccessful candidate will be returned within 15 days of selection of consultant.

## **7. Timelines and Deliverables**

The timelines for the Consultant after issue of Letter of Award/ Signing of the agreement would be as follows:

| <b>S. No</b> | <b>Timelines</b> | <b>No. of Days</b>                                                     |
|--------------|------------------|------------------------------------------------------------------------|
| 1            | <b>Stage-1</b>   | 15 days                                                                |
| 2            | <b>Stage-2</b>   | 45 days after approval of Detailed Project Report by funding agency/s. |

## **8.Payment Terms:**

| Payment Schedule |                                                                                                                                               |                                                                  |                                                          |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------|
| Stage            | Deliverables                                                                                                                                  |                                                                  | Progressive payment Schedule as per %age of Project Cost |
| 1                | <b>Stage I - Preparation of Project Assessment Report and Detailed Project Report</b>                                                         |                                                                  |                                                          |
|                  |                                                                                                                                               |                                                                  |                                                          |
|                  | 1                                                                                                                                             | Submission of DPR with initial Drawings & Abstract of Cost (AOC) | 35%                                                      |
|                  | 2                                                                                                                                             | Approval of DPR by MoT                                           | 35%                                                      |
|                  | <b>Sub Total - A</b>                                                                                                                          |                                                                  | <b>70%</b>                                               |
| 2                | <b>Stage 2 - Preparation of Detailed Architectural, Structural &amp; Working drawings and working estimates with Bid Management Documents</b> |                                                                  |                                                          |
|                  | 1                                                                                                                                             | Submission of Detailed Drawings (GFT) and BOQs                   | 30%                                                      |
|                  |                                                                                                                                               | <b>Sub Total - B</b>                                             | <b>30%</b>                                               |
|                  |                                                                                                                                               |                                                                  |                                                          |
|                  |                                                                                                                                               | <b>Total (A+B)</b>                                               | <b>100%</b>                                              |

## **9. General Conditions:**

### **i. Canvassing:**

Canvassing whether directly or indirectly, in connection with proposal is strictly prohibited and the proposal submitted by the consultancy firm/ organization who resorts to canvassing will be liable to rejection.

### **ii. Right to accept whole or part of the proposal:**

The competent Department, on behalf of the DoT, AP reserves the right to accept the whole or any part of the proposal and the consultancy firm/ organization shall be bound to perform the same at the rates quoted.

### **iii. Right on acceptance of any proposal:**

The competent Department, on behalf of the DoT, AP Does not bind itself to accept the proposal and reserves to itself the Department to reject any or all proposals received without assigning any reason. All proposals in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth shall be summarily rejected.

The consultant can engage/outsource any specialist from the market for any specialized work, which are not on the role of his team.

No conditional Bid shall be accepted. The bid shall be valid for 90 days from last day for submission.

### **vi. Extension of Time :**

Extension of time may be granted by DoT, AP, if reasonable and sufficient grounds as per assessment of DoT, AP exist for delay by consultancy firm in fulfilling their obligations. No financial claim shall be entertained by DoT, AP, attributable to such extension of time.

### **vii. Dispute Resolution:**

In case of any dispute or differences between DoT, AP in accordance with the provisions of the Arbitration and Conciliation Act, 1996 or its modified enactment, if any.

The arbitration proceedings shall be conducted in English language and the venue for the same shall be at DoT, AP. Any Award or decision of the Arbitrator shall be final and binding upon the parties. Courts situated in DoT, AP, only have jurisdiction over this agreement.

### **viii. Duration of the assignment:**

Selection of consultant shall be initially for a period of three years from the date of entering into agreement. DoT, AP solely reserves the right to extend the course on yearly basis up to additional three years, with mutually expressed terms & price conditions.

### **ix. Termination of Agreement:**

DoT, AP, without any prejudice to its rights against the Consultant in respect of any delay may absolutely terminate the contract, by **Two (2) month notice** in writing, in any of the following cases.

- i. If the Consultant being a firm shall pass a resolution or the courts shall make an order that the firm shall be wound up or if a receiver or a manager on behalf of the creditor shall be appointed or if circumstances shall arise which entitle the court or creditor to appoint a receiver or manager which entitles the court to make up a winding order.
- ii. If the Consultant commits a breach of any of the terms of the agreement and if the Consultant fails to remedy any breach here of or any failure in the Performance of its obligation within 60 days of notice.
- iii. When the Consultant has made themselves liable for action under any of the clauses aforesaid, DoT, AP shall have powers:
  - To terminate this agreement.
  - To engage another Consultant to carry out balance work at the risk and cost of the Consultant appointed through this agreement for which original Consultant shall not be allowed to participate. In such eventuality, all the documents (reports / drawings/design etc.) submitted by the outgoing Consultant shall be the property of the DoT, AP.
  - In the event of unsatisfactory service or failure on the part of consultant at any time, to carry out the terms & conditions of the contract to the satisfaction of DoT, AP shall be the sole judge as the right to terminate the contract.

- In the event of termination of agreement, due to reasons attributable to the Consultant, the amount of EMD and any other security amount available with DoT, AP shall be forfeited absolutely.
- The Consultant shall agree to redesign at its cost portion of their engineering and design work, which, due to their failure to use a reasonable degree of design skill, shall be found defective.

**x. Right to Limit the Scope of the Service:**

DoT, AP reserves the right to restrict the scope of the services of the Consultant to the full or part or part of the project.

**10. Other Terms & Conditions**

- a. The consultant shall be provided by DoT, AP all the necessary required permission/ license/ clearance/ approvals/ NOC from the concerned authorities regarding the scope of work as mentioned in Clause 2 of the RFP.
- b. The Consultant will abide by the terms and conditions laid down herewith and any other condition prescribed by DoT, AP from time to time in fulfillment of its objective of serving and facilitating the DoT, AP.
- c. **Conflict of Interest:** The Consultant must provide professional, objective, and impartial advice and always, strictly avoid conflicts with other assignments/jobs or their own corporate interests and act without any consideration for future work.
- d. **Confidentiality :** Confidentiality shall be maintained for the information relating to the examination, clarification, and comparison of the proposal. Violation of this clause may result in the rejection of the proposal.
- e. **Assignments:** The Consultant shall not assign the project to any other agency, as a whole or in part, to fulfil its obligation under the Contract, without DoT, AP authorized representative's prior written consent. Sub - contracting of the services allotted is not allowed in any manner.
- f. **Labor Laws:** All the rules related to the labor laws and applicable acts should be strictly followed by the Consultant. However, in the event any dispute, labor or otherwise, arises between the Consultant and its staff/employee, DoT, AP shall not be held responsible.

## **11. Indemnity:**

The Consultant shall Indemnify and hold harmless the DoT, AP and each of its representatives, agents' partners, and employees against and from any claims, demands, damages or costs arising from the act, acts, neglect or omission of the Consultant, its representatives, agents, partners, or employees including those causing death, injury, or damage to property of any individual or party. The consultant shall also indemnify and hold harmless the DoT, AP and each of its representatives, agents, partners, and employees against and from any claims, demands, damages or costs arising from or at the instance of the staff, employees, or workmen of any of the agencies involved in the project including the Consultant, architects, construction agencies or sub-agents of any of such agencies including under the Workmen's Compensation Act or any other statutory provision.

**Section 1A**  
**Technical Proposal Submission Form**

To,

Department of Tourism  
Govt. of Arunachal Pradesh  
Anini, Dibang  
Phone No:  
email:

**Sub: Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme**

Sir,

We, the undersigned, offer to provide the consultancy services for the “.....” in accordance with your Request for Proposal dated [Date]. We hereby submit our Proposal, which includes Tender Fee, EMD, Technical and Financial Proposal in separate envelopes.

We understand you are not bound to accept any Proposal you receive.

Yours Sincerely,

.....

Signature:

Name & Designation of the authorized Signatory:

Name of Firm: Address:

## **Section 1B**

### **General Information of the Bidder**

(On official letter head of the company)

#### **1. Firm Details**

- a. Full name of the Firm/Establishment:
- b. Corporate/HQ Address:
- c. Regional Office Address:
- d. PAN (Copy to be attached):
- e. GSTIN (Copy to be attached):
- f. Proof of Registration/ Establishment (Copy to be attached):
- g. Whether Proprietary/Partnership/Public Limited Company:
- h. Year of Establishment:

#### **2. Bank Account Details for EMD refund**

- a. Name of Bank:
- b. Branch & Address of Bank:
- c. Account Type:
- d. Account No:
- e. IFSC Code:
- f. Whether a cancelled check of firm has been enclosed: Yes/No.

#### **3. Details of individual(s) who serve as the point of contact/ communication for DoT, AP within the Company:**

- a. Name:
- b. Designation:
- c. Company:
- d. Address:
- e. Mobile/Telephone No:
- f. E-mail:

Certified that the above information is correct to the best of our knowledge and no relevant information is concealed.

Signature

(Name of the Authorized Signatory)

For and on behalf of (Name of the Bidder)

Designation

Place:

Date:

## Section 1C

### Consultant's Previous Relevant Work Experience

Name of Consultant.....

Date.....

| S. No, | Name of work / Project | Completion date or Ongoing | Contract Value (in INRs) | Client Name & Address and Email id. | Role in the Project |
|--------|------------------------|----------------------------|--------------------------|-------------------------------------|---------------------|
|        |                        |                            |                          |                                     |                     |
|        |                        |                            |                          |                                     |                     |
|        |                        |                            |                          |                                     |                     |
|        |                        |                            |                          |                                     |                     |
|        |                        |                            |                          |                                     |                     |

**NOTE:** Separate sheet for each work should be submitted. The copy of project Work Order/Agreement copy with completion certificate issued by the employer should be furnished.

## Section 1D

### Consultant's Financial Statement

*Certificate of Statutory Auditor with regard to eligibility of the Bidder*

(On the Letterhead of the Statutory Auditor)

We have verified the relevant statutory and other records of M/s. \_\_\_\_\_ [Name of Bidder], and certify that the Average Annual turnover during the three (3) **Completed Audited Financial years** (2022-2023, 2023-2024 & 2024-2025) is Rs. ....

Year wise details of Gross Annual Turnover from the business of alone are as under:

| Name of Consultants | Turnover  |           |           |
|---------------------|-----------|-----------|-----------|
|                     | 2022-2023 | 2023-2024 | 2024-2025 |
|                     |           |           |           |
|                     |           |           |           |
|                     |           |           |           |

**Note:** Supporting documents like Balance Sheet, Audited Statement, etc. shall be attached separately by consultant.

(Chartered Accountant's Signature & Date)

Name of the CA:

Chartered Accountant's Seal

CA's Registration Number:

UDIN No:

CA's Address:

CA's Telephone / Fax Number:

Consultant's signature and Name

Name of the Authorized Signatory

Consultant's Seal

## Section 1E

### Minimum Qualification Experience required of the Key Personnel of Consultancy Firms for Last 3 years

#### Details of Key Technical & Administrative Personnel Associated

| S. No | Designation | Name | Qualification | Professional Experience and Details of work carried out | No. of years' Experience | Date since associated with the firm |
|-------|-------------|------|---------------|---------------------------------------------------------|--------------------------|-------------------------------------|
|       |             |      |               |                                                         |                          |                                     |
|       |             |      |               |                                                         |                          |                                     |
|       |             |      |               |                                                         |                          |                                     |
|       |             |      |               |                                                         |                          |                                     |
|       |             |      |               |                                                         |                          |                                     |

**Signature of Authorized Signatory of  
Applicant**

**Note:**

Additional qualification and experience of the individual key personnel/ expert in the relevant field shall also be considered during technical evaluation

## **Section 1F**

### **Format for Qualification/Experience of Key Personals of Consultant/Consultancy Firms**

Name of Personal: Designation:

Date of Birth:

Years with Firm/entity:

Nationality:

Membership in Professional Societies:

Detailed Tasks Assigned:

#### **Key Qualifications:**

*[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Use about half a page.]*

#### **Education:**

*[Summarize college/university and other specialized education of staff member, Use about one quarter of a page.]*

#### **Employment Record:**

*[Starting with present position, list in reverse order every employment held in the last 10 years giving types of activities performed and client references, where Appropriate. Use about one page.]*

#### **Languages:**

*[For each language indicate proficiency: excellent, good, fair, or poor in Speaking, reading, and writing.]*

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, these data  
Correctly describe me, my qualifications, and my experience.

Date:

[Signature of staff member or authorized representative of the Firm]

Day/Month/Year

**Full name of staff member:**

**Full name of authorized representative:**

## **Annexure A**

### ***POWER OF ATTORNEY OF BIDDER (DULY NOTARIZED)***

Know all men by these presents, I / We.....(Name and address of the consultant) do hereby constitute, appoint & authorize Mr./Ms (name and residential address) who is presently employed with us and holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Bid, including signing and submission of all documents and providing information / Responses to DoT, AP representing us in all matters before DoT, AP and generally dealing with DoT, AP in all matters in connection with our Bid.

We hereby agree to have deemed ratified all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds, and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

(Signature)  
(Name, Title, and Address) of the Attorney

For

Accepted

#### **Note:**

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
2. It should be on non-judicial stamp paper of Rs.100/- at least duly notarized with supported by copy of Board of Resolution passed for this purpose only in case of company.

## **Annexure B**

### **Declaration Of Undertaking - 1**

(On Letter Head letter head)

We underscore the importance of a free, fair, and competitive procurement process that precludes abusive practices. In this respect we have neither offered nor granted directly or indirectly any inadmissible advantages to any public servant or other person nor accepted such advantages in connection with our bid, nor will we offer or grant or accept any such incentives or conditions in the present procurement process or, in the event that we are awarded the contract, in the subsequent execution of the contract. We also declare that no conflict of interest exists in the meaning of the kind described.

We also underscore the importance of adhering to environmental and social standards in the implementation of the project. We undertake to comply with applicable national labor laws, the Core Labor Standards and applicable standards of environmental protection and health and safety standards.

We will inform our staff about their respective obligations and about their obligation to fulfill this declaration of undertaking and to obey the laws of the Republic of India.

We also declare that our company/all members of the consortium has/have not been blacklisted/banned for business by any Central/state govt. department /PSU/other government entity.

We acknowledge that if the statements made in the Declaration of Undertaking were found to be false, then the contract stands terminated.

.....  
(Place)

.....  
(Date)

.....  
(Name of Company)

.....  
(Signature(s))

## **Annexure C**

### **Undertaking - 2**

(On Letter Head letter head)

We/I hereby declare that No Penalty is pending during the last 2 years from any Government Department/ Semi Govt./Public Sector Undertaking and Local Bodies.

.....  
(Place)                      (Date)

.....  
(Name of Company)

.....  
(Signature(s))

## Annexure D

### Affidavit Duly Notarized on Non-Judicial Paper of Rs.100/-

I \_\_\_\_\_ s/o \_\_\_\_\_ R/o \_\_\_\_\_ aged \_\_\_\_\_ about \_\_\_\_\_  
Years. Working as \_\_\_\_\_ with \_\_\_\_\_ having the registered office at \_\_\_\_\_  
\_\_\_\_\_ do hereby solemnly affirm of declare as under:

Solemnly That "In case of any ambiguity and untrue/false information noticed in the documents submitted at any stage, we shall be entirely responsible and liable for any action as deemed fit under the law."

(Deponent Signature of Authorized Signatory)

Seal/Stamp of the Firm

Verification: Verified dated \_\_\_\_\_ on this the \_\_\_\_\_ day 2024 that the contents of the above affidavit are true and correct. No part of it is false and nothing material has been concealed there from.

(Deponent)

## Annexure E

### Technical And Financial Proposal Submission Form

(On Letter Head Letter Head)

To  
Department of Tourism  
Govt. of Arunachal Pradesh  
Anini, Dibang  
Phone No:  
email:

Date

**Sub: Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme**

Dear Sir:

We, the undersigned, offer to provide the consultancy service / professional service for selection of consultants for **“Selection of Project Design and Development Consultant (PDD) for Development of Eco Tourism / Vibrant village with cultural hub at Anini, Dibang Valley District, Arunachal Pradesh under Swadesh Darshan 2 Scheme”** in accordance with your Request for Proposal dated [Insert Date] & its addendum. We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal in format given in Financial Bid.

We are submitting our Proposal in association with: [Insert a list with full name and address of the Consultant].

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment.

We understand you are not bound to accept any Proposal you receive. We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

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## Section 2

### Financial Proposal

#### Cost of services of the projects

| S. No. | Service                                                                                     | Percentage of Total Cost of the Project (inclusive of GST) |
|--------|---------------------------------------------------------------------------------------------|------------------------------------------------------------|
| 1      | Preparation of Project Assessment Report and Detailed Project Report                        |                                                            |
| 2      | Preparation of Detailed Architectural, Structural & Working drawings and working estimates. |                                                            |
|        | <b>Total Cost of Services in percentage (1+2)</b>                                           |                                                            |

Total Cost of Service in Words \_of the total project cost. Total Cost of Service (in percentage) of the total project cost.

**Note:** Inclusive of All taxes and levies

- a) Payment will be as per individual item bid as defined in the schedule of payments as per clause 8.
- b) Conditional bids are not permitted.
- c) Quotation for Percentage of the Total Cost of the Project in ranges is not permitted.
- d) Non-adherence to point no. “b” and “c” will lead to disqualification of the bid.