

National Mission on Himalayan Studies

G.B. Pant National Institute of Himalayan Environment & Sustainable Development  
(GBPNIHESD)

**Notice for Expression of Interest (EOI) No. 2/2018**

for

**"Development of Standard Template and Detailed Project Design for the Him-Nature Learning Center (Him-NLC)"**

Expressions of Interest (EOI) are invited on behalf of the Director, GBPNIHESD from the reputed consultants for developing a **Standard Template and Project Design** for establishment of World Class Him-Nature Learning Centers (Him-NLC) in 12 Indian Himalayan States. The proposal need to provide **an adequately detailed Template along with ready to implement Project Design for portraying "Him-NLC" a unique set-up, covering with state-of-the-art world class facilities** supported with region-specific proven concept design with proper and justified description. The template also needs to satisfy the consistency in terms of demonstration dissemination and stakeholders' engagement strategies in a replicable model.

The EOI applications with techno-scientific details are hereby invited from the technically qualified consultants by issuance of this EOI document.

<b>Last date for submission of EOI</b>	19.02.2018 up to 3 PM
<b>Opening of EOI</b>	19.02.2018 at 3.30 PM
<b>Pre-bid Conference and Presentation by the shortlisted Firms/Agencies</b>	26.2.2018 at 11:00 A.M. onwards at Conference Hall of GBPNIHESD, Kosi-Katarmal, Almora, Uttarakhand
<b>Issue of Request for Complete Proposal</b>	28.02.2018

The EOI application complete in all respect and duly attested by the individual/ agency supported by all prescribed documents, placed in a sealed envelope superscribed as "**Template and Project Design for Him-NLC**", should be submitted to "**The Administrative Officer, G.B. Pant National Institute of Himalayan Environment & Sustainable Development, Kosi-Katarmal, Almora - 263643, Uttarakhand, India** up to **3:00 PM** on **February 19, 2018**. The EOI application should contain details of the proposed "Template Development for the Him-Nature Learning Center (Him-NLC)" with all required technical specifications. Detailed document of EOI containing the standard requirements of Him-NLC and other terms and conditions can be downloaded from the Institute website (<http://gbpihed.gov.in>) and NMHS website (<http://nmhs.org.in>). The Competent Authority of GBPNIHESD reserves the right to accept or reject any EOI application and to annul the process and reject all application at any time, without assigning any reason or incurring any liability to the bidders.

Administrative Officer

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## **Detailed document of RFP containing minimum requirements of Him-NLC and other Terms and Conditions**

### **1. OVERVIEW**

The Indian Himalayan region (IHR) represents a very significant part of the Indian sub-continent as it supports unique landscape elements, species, populations, communities, and ecosystems along with the rich ethnic diversity. The unique uniqueness and representativeness of biodiversity in the Himalaya has attracted the attention of people from all over the globe. The IHR also forms the large part of globally recognized Himalayan biodiversity hotspot. However, the regions is identified amongst the most climate change sensitive ecosystem, and the naturalness of this unique ecosystem is severely threatened due to ever increasing human onslaught. Realizing the challenges and emerging responsibilities of conservation of Himalayan natural resources, a number of initiatives are taking place globally and nationally. In this regard, among others, National Mission on Himalayan Studies (NMHS) has been launched by Govt. of India. This mission envisages establishing the state-of-art **Him-Nature Learning Centre (NLC)** in all Himalayan states. This centre would promote the outreach and enable to produce reliable and authentic information and knowledge products, which could subsequently feed into the provincial, national and international policies.

### **2. OBJECTIVES OF NLC**

The main aim of Him-Nature Learning Center is to educate, engage, and empower community to positively impact their local environments. Specific objectives of the Centre are

- Educate different stakeholders to understand our environment, our heritage, and our connection to natural systems. for promoting the conservation and management of biodiversity (representative flora and fauna of sub-tropical, temperate and alpine region of IHR)
- Engage people to actively use natural spaces by harnessing the available knowledge database and become stewards of the natural world
- Empower people to embrace nature, new perspectives, and sustainable practices by developing the training, demonstration and dissemination material
- Maintaining the knowledge sharing relations with other similar Learning Centres in IHR, country or elsewhere in the world.

### **3. STAKEHOLDER GROUPS**

The following groups will be the target audiences based on different criterion for the proposed Him-NLCs.

- **Types of Visitors:** Local visitors, Regional visitors, foreigners, People from the cities, people from the Rural Areas;
- **Type of occupation:** Environmentalists, Biologists, School and University Students Teachers, Officials, Nature Educators, Farmers, Artists, Tourists, etc.
- **Type of purpose:** Education and Awareness, Entertainment, Professional development, Recreation etc.),
- **Age and physical condition:** Children, teenagers, adolescents, young adults, seniors, mixed groups, families seniors, physically challenged, etc.

The agency should also try to address to the following questions related to target audiences while developing the proposal.

- What are the needs of the target-group? What are they seeking?
- What do they want to experience?
- When they would come – during working days, on weekends, in the afternoon, during working hours, on holidays?
- How much time they would be ready to spend at the centre?
- How often the target-group would visit the centre?
- How many representatives from the target-group would visit the centre per month/year?

#### **4. SCOPE OF WORK**

The Scope of Work to be carried out through this EOI shall cover, but not limited to the following aspects:

##### ***3.1 Complete design of Infrastructure support for NLC***

The concept of Him-NLC includes establishment of a World Class/State-of-the-art Learning and Interpretation facilities that covers unique and promising aspects of nature's diversity (i.e. biological, land and water, socio-cultural, etc.). The center needs to act as an education, demonstration and learning hub for different stakeholder groups (as specified below) on various aspects of natural resource management, biodiversity components, and sustainable livelihood options. Further, it is expected that the interpretation center is closely linked with an *ex-situ* and/or *in situ* conservation sites that caters to the need for on-site training, awareness and capacity building programmes for diverse stakeholder groups. In view of this, the center may also include infrastructure for: interactive indoor and outdoor learning facilities, botanical garden, arboretum, herbal Garden and any other creative learning facilities, etc. In general, the infrastructure needs to be proposed in a way to (i) Inculcate appreciation for nature; (ii) Motivate people to contribute for nature; (iii) Building capacities and skills.

**As such no new buildings are proposed to be created in this program, but refabrication and retrofitting in existing buildings of State Govt. agencies can be suggested.**

### 3.2. Full template of Him-NLC Activities

The Him-NLC Template/Model needs to elaborate on the necessary and standard activities components with annual timeframe. The template should also cover activity elements, some of the examples are as follows:

<b>Activity</b>	<b>Indicative elements not limited to</b>
Educations & Awareness	<ul style="list-style-type: none"> <li>• Nature trails</li> <li>• Nature Camping</li> <li>• Stakeholders' Workshops/Seminars</li> <li>• On-site Nature Interpretations</li> </ul>
Skill Development & Capacity Building	<ul style="list-style-type: none"> <li>• Training on biodiversity assessment, livelihood promotion, etc.</li> <li>• Nature Guide Training</li> <li>• Skill Promotions on local art-culture</li> </ul>

Based on such crucial activities, an annual event calendar needs to be proposed covering all essential features and respective activities to be performed mandatorily. This should essentially include the stakeholder feedback mechanism.

### 3.3 Detailed template for Him-Information Center

This forms one of the important components of Him-NLC, therefore, the Him-NLC Template/Design must include the ways and means of using latest Information Technology tools and techniques not only to enhance the outreach but also to effectively update the information in participatory manner at the broader scale and range. For instance, following may form the part of Him-Information Center.

<b>Features</b>	<b>Elements</b>
<i>Learning and information facilities</i>	<ul style="list-style-type: none"> <li>• Complete technical set-up for Smart Classes for Nature interpretation and learning using state of art ICT tools</li> </ul>
<i>Dynamic Displays/Web Portal/ Database</i>	<ul style="list-style-type: none"> <li>• User-friendly interactive display of all digital database of state biodiversity and other natural resources</li> <li>• User-friendly interactive display of best practices on Natural resource management and use of Indigenous Knowledge of the region</li> </ul> <p>(All these should also include provision for real time stakeholders/ participants inputs)</p>

## 4.0 General Terms and Conditions:

### 4.1 METHOD OF APPLICATION

1. If the applicant is an individual, the application shall be signed by him above his full type written name and current address.
2. If the applicant is an agency, the application shall be signed by the proprietor above his full type written name and the full name of his agencies with its current address.

3. If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full type written names and current addresses, or, alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both the cases certified copy of the partnership deed and current address of all the partners of the firm should be accompany the application.
4. If the agencies is a limited company or a corporation, the application shall signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the memorandum of Articles of Association duly attested by a Public Notary.

## 5. FINAL DECISION MAKING AUTHORITY

The Competent Authority of GBPNIHESD reserves the right to accept or reject any EOI/bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

## 6. PRE-BID CONFERENCE

The Pre-bid conference of shortlisted applicants/bidders shall be held after opening EOI at Conference Hall, GBPNIHESD, KOSI KATARMAL, ALMORA - 263643, UTTRAKHAND at **11:00am on 26 Feb 2018** to clear the doubt of intending bidders, if any.

## 7. SELECTION METHODOLOGY

Selection of the bidder shall be based on a two-stage open competitive application/bidding process as indicated below:

**Stage - 1: Expression of Interest (EOI):** This document details the terms & conditions for inviting EOI from eligible bidders. Only firms that qualify the overall evaluation criteria of the EOI, shall be invited to participate in stage-2. This stage I shall have two sub stages:

**a. Pre-qualification:** Bidder's response to this EOI shall be evaluated by the Tendering Authority as per criteria defined below. Only, bidders who meet the pre-qualification criteria shall be eligible for evaluation of the technical qualification criteria.

SI No.	Selection Criteria	As per section
1.	Overall experience and balance of the design team, including proposed key personnel responsible for leading, developing and potentially delivering the design concept/Template	Section 8.5 & 8.9
2.	Evidence of ability to design similar projects of distinction whilst demonstrating pragmatism, and cognisance of issues of working within a listed setting, or other sensitive contexts to secure planning consent	Section 8.8
3.	Relevance of projects and resonance with the Client group's aspirations for the Him-NLC project	Section 8.5
4.	Initial ideas and proposed design approach to the Him-Nature Learning Centre project	Section 8.6

**b. Technical Qualification:** In technical qualification round, bidder will be required to present the details regarding the projects mentioned, showing their work experience, in response to this EOI. During Presentation, bidder shall have to give presentation as per proposed design for NLC. Bidders must present evidence to substantiate their claims to secure marking.

**Outcome of Stage-1:** Determination of qualified bidders for Stage-2.

**Stage - 2: Request for Detailed Proposal (RFP):** Based on Pre-qualification and Technical Qualification criteria in this EOI, bidders would be shortlisted for Stage-2. Stage-2 of the selection process shall comprise of invitation for techno-commercial bids by issuance of a Request for Proposal (RFP) to short listed bidders. The details of processing the response received from shortlisted bidders will be described in the RFP document.

**Outcome of Stage 2:** Determination of successful bidder for award of work.

## 8.0 OTHER TERM AND CONDITIONS

1. The EOI complete in all respects, must reach the Administrative Officer, G.B. Pant National Institute of Himalayan Environment & Sustainable Development, Kosi - Katarmal, Almora -263643, Uttarakhand, India under sealed cover latest by **19 Feb, 2018 by 3.00 p.m.** The EOI will be opened on **19/02/2018 at 03:30 PM** in the Conference Hall of the Institute. The bidders or their authorized representative will be allowed at their own costs to be present at the time of opening of EOI.
2. EOI document can be downloaded from the Institute website <http://gbpihed.gov.in> or NMHS website (<http://nmhs.org.in>). The copy of the EOI document, duly attested by the bidder, must also be attached with the application.
3. The EOI received after due date and time or incomplete in any other respect or technically not qualifying EOI shall be liable to be rejected.
4. The EOI must be valid for a period of at least three months from the date of its opening.
5. The bidders must append the following documents with the EOI:
  - Copies of PAN / TAN.
  - Copies of Sales Tax Number along with latest Sale Tax clearance certificate.
  - Copy of Service Tax Number
  - List of clients along with complete addresses and telephone numbers.

### Submission Requirements

- ✓ In order to be considered for the job, potential applicants must submit an **Expression of Interest** document as per the requirements outlined in this EOI document. Expressions of Interest should comprise no more than 10 single sides of A4 (or double-side equivalent, not counting the front cover, declaration form and contents page).
- ✓ A brief introduction, maximum 1 page of A4 (to be included in the 10 Pages) should be provided to outline the consultant's/agency's experience, together with brief CVs, maximum 2 singles sides of A4 (to

be included in the 10 Pages) for members of the agency that would be responsible for leading, developing and potentially delivering the template and design concept. Projects undertaken at a previously may (with appropriate recognition) be included, but the role in developing and delivering the scheme (design team leader, project architect etc.) must be clearly outlined. The anticipated delivery arrangement should be clearly articulated, with specific delivery arrangements if the project is remote from the firm's principal location.

- ✓ Projects of relevance to the Him-Nature Learning Centre project maximum 5 single sides of A4 Illustrative case studies (images with explanatory supporting text) should be provided for three projects, that the applicant considers of relevance to the Him-NLC project, demonstrating the consultant's experience of such projects. The projects should demonstrate the ethos and character of the practice and relate to projects that have reached completion over the previous five years. Applicants should consider the relevance and relative merits of projects within their firm's portfolio, together with the selection criteria against which these will be assessed. Any images featured within the submission should be clearly annotated to explain to which projects they refer. A clear distinction should be made between photographic images of completed projects and computer generated visualisations. In addition to representative illustrations and sketches, the following information should be provided for each case study:

- Client name;

- Project value;

- Year of completion;

- Relevance of the project or design approach to the Him-NLC project;

Details of Past Client Contacts for Reference Projects For the two reference projects provided under above, please provide full details (to include email address and telephone number) for a person within the Client body to contact for reference purposes (to be included in the 5 pages above). Please ensure that your nominated referees are prepared and available to provide references if requested. References may be taken up prior to confirmation of the shortlist. The Evaluation Panel may also elect to visit reference projects and/or speak to clients/occupiers of the buildings prior to confirmation of the award.

6. Initial Ideas outlining proposed approach to the Him-Nature Learning Centre project (in PDF format) should be incorporated within the Expression of Interest document outlining the Agency's initial ideas and proposed approach to the project. This is primarily intended to be a graphic response and should include diagrams, concept sketches etc. together with brief explanatory notes to explain the rationale and drivers behind the proposed approach. The content/means of depicting the preliminary response is left to the discretion of individual applicants; however the Evaluation Panel will not expect or wish to see finite design solutions at this stage. **Detailed template and Project Design development will occur at Stage 2 of the competition process in response to more detailed briefing information and feedback that will be issued to short-listed teams.**

7. During evaluation of the EOI, the Institute may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing.
8. The authorized bidder must have a minimum annual turnover of Rs. 2.00 crores and sufficient infrastructure and technical competence to undertake work, failing which the application will be rejected. Proof of turnover may be appended with the RFP.
9. The Institute reserves the right to accept or reject any or all the negotiate on any of the EOI conditions/ items and to annul the bidding process and reject all the EOI at any time prior to placement of order without assigning any reason thereto and without any obligation to inform the affected bidders.
10. The applicant should possess minimum three years experience in the above field. Proof of implementation of similar projects at the premises of minimum three customers similar to the Institute in size and requirement may be attached with the EOI documents. Certificate of completed projects should be issued by the client.
11. The applicant shall append a certificate with the EOI that the firm has not been debarred /blacklisted for any reason / period by any Central/State Govt. Dept. / University / PSU etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of the order, but may also warrant legal action.
12. The dispute, if any, shall be subject to the jurisdiction of Courts at Almora.
13. Terms and conditions printed on EOI of the firm, if any, shall not be binding on the Institute, except those mentioned specifically on the order, and acceptance of the order shall be construed as the firm's complete agreement to all the terms and conditions contained in the order and the EOI notice.
14. The bidder may also be asked to provide its technical services during the implementation of project based on selected template and should clearly spell out the terms and conditions for the same in its proposal.
15. The bidder may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless the GBPNIHESD call for it.
16. The time frame for the completion of the work will be **45 days** from the date of final award of the assignment.

Kindly read the above terms and conditions and other information carefully before filing the EOI. In case, any clarification/ other information is required, the undersigned may be contacted at Telephone No. 05962-241041, 241154, 241047, E-mail: ao@gbpihed.nic.in and/ or nmhspmu2016@gmail.com on any working day (Monday to Friday) during office hours (9 a.m. to 5.30 p.m.).

**Administrative Officer**