



**Jharkhand Renewable Energy Development Agency (JREDA)**

**328/B, Road No. - 4, Ashok Nagar, Ranchi.**

**Ph- 0651-2246970/2247049; Fax- 0651-2240692**

**Web:- [www.jreda.com](http://www.jreda.com), email:- [info@jreda.com](mailto:info@jreda.com)**

### **Short Tender Notice**

NIB No. : JREDA/Survey-TPV/2009-10/01

Date : 24/06/2009

Sealed offers are invited from experienced non-government organization/companies/ firms for door to door detail survey work with the help of GPS and Digital Camera.

#### **1. Scope of Work**

##### **(A) Survey**

1. Village Profile as per prescribed format.
2. Door to door survey as per prescribed format.
3. Formation of Village Energy Committees.
4. Willingness Certificate from each household as per prescribed format.
5. Willingness Certificate from Village Energy Committee as per prescribed format.
6. Provision of solar street light at the rate of one for every 10 households. The location of each solar street light to be decided by the Village Energy Committee.

##### **(B) Third Party Verification**

1. Names of the beneficiaries.
2. Father's/husband's name of the beneficiaries.
3. Installation status of the lights.
4. Functional status of the lights.
5. Verification of the solar light system components (solar plate number and make, battery, controller, CFLs).
6. Photograph of the beneficiaries.
7. Coordinates of the beneficiary's house and street lights.

#### **3. Deliverables :**

1. Two hard copies of the final report.
2. Two soft copies of the final report in CD.

## **2. Eligibility Criteria**

1. The organization should have full-fledged office in Ranchi.
2. Preference would be given to organizations having prior experience of working in the field of renewable energy.
3. The organization should have prior experience of working in the rural areas.
4. A Demand Draft of Rs. 1,000/- (Rupees One Thousand) should be submitted alongwith the Technical Proposal as non-refundable cost of the Terms of Reference document. The Demand Draft should be in favour of "The Director, Jharkhand Renewable Energy Development Agency" on any Nationalized Bank/Scheduled Bank, Payable at "Ranchi". Technical Proposal without cost of Terms of Reference will not be considered.
5. The Technical Proposal should be accompanied with a Demand Draft of Rs. 10,000/- (Rupees Ten Thousand) as earnest money (refundable). This amount to be submitted through a Demand Draft in favour of "The Director, Jharkhand Renewable Energy Development Agency" on any Nationalized Bank/Scheduled Bank, Payable at "Ranchi". Technical Proposals without earnest money will not be considered.

## **3. Other Information for the Bidders**

1. Interested parties may download the tender document from the website : [www.jreda.com](http://www.jreda.com)
2. Last date & time of purchase of tender document : 29.07.2009 upto 5.00 PM.
3. Last date & time of submission of tender document : 30.07.2009 upto 12.00 Noon.
4. Opening of Technical bid : 30.07.2009 at 3.00 P.M.
5. Opening of Financial bid will be published on the website : [www.jreda.com](http://www.jreda.com)
6. The Technical and the Financial Proposals should be sealed in separate envelopes and both these envelopes should be sealed in a third envelope. The Financial Proposal of only such organizations will be opened who qualify in the Technical Proposal.
7. JREDA (Purchase Committee) will open the envelopes containing the Proposals in the presence of the bidder's representatives who choose to attend. In the event of the specified day of bid opening being declared a holiday, the bids shall be opened at the appointed time and location on the next working day.
8. No sub-contracting of the field work by the bidding firm will be allowed by JREDA.
9. Bidders securing a minimum of 75% marks in the technical evaluation will only be considered for financial bid evaluation. Bids which don't secure the minimum specified

technical score will be considered technically non-responsive and hence debarred from being considered form financial evaluation.

10. Prices shall be written in both figures and words. In the event of any difference, the price in words shall be valid and binding.
11. Director JREDA will have the discretion to divide the work among more than one bidder at L1 rate.

#### **5. Evaluation of Technical Proposals**

<b>Issues</b>	<b>Maximum Marks</b>
Organizational Set-Up and Infrastructure	15
Details of Manpower	15
Past experience of the Principal Investigator	20
Past experience of the organization in survey, research & evaluation works	20
Self-attested copy of PAN	05
Self-attested copy of Service Tax registration	05
Copy of Bye laws/Articles of Association & Memorandum of Association	05
Copy of Registration Certificate	05
Last Year Turnover (> Rs. 50 Lakhs : 10 Marks; > Rs. 25 Lakhs : 8 Marks; > Rs. 15 Lakhs : 6 Marks; > Rs. 5 Lakhs : 4 Marks; < Rs. 5 Lakhs : 0 Marks)	10
<b>Total</b>	<b>100</b>

Organizations that are found to fulfill all the eligibility conditions will be given a score on the basis of their Technical Proposal (St). The Financial Proposals of only those organizations would be opened, which get minimum 75 percent marks in the Technical Proposal (St).

#### **6. Evaluation of Financial Proposals**

The Purchase Committee will determine if the Financial Proposals are complete and without computational errors. The lowest Financial Proposal (Fm) will be given a Financial Score (Sf) of 100 points. The Financial Scores of the selected Technical Proposals will be computed as follows :

$$Sf = 100 \times Fm/F \text{ (F = amount of the financial proposal quoted by the organization)}$$

#### **7. Overall Evaluation of the Proposals**

Proposals will finally be ranked according to their combined technical (St) and financial (Sf) scores using a weight of 75% for technical proposal and 25% for financial proposal.

$$S = St \times 0.75 + Sf \times 0.25$$

## **8. Essential Documents to be Submitted with the Technical Proposal**

1. Forwarding Letter (Annexure - 1)
2. Details of the Firm (Annexure - 2)
3. Organizational Set-Up and Infrastructure
4. Details of Manpower
5. Detail CV of the Principal Investigator
6. Past experience of the organization in research & evaluation works. The Purchase Committee may waive said condition for deserving vendor who may score more than 70 out of 100 in Technical Bid.
7. Self-attested copy of PAN
8. Self-attested copy of Service Tax registration.
9. Copy of Bye laws/Articles of Association & Memorandum of Association
10. Copy of Registration Certificate of the firm
11. A Demand Draft of Rs. 1,000/- (Rupees One Thousand) as non-refundable cost of the Terms of Reference document in favour of "The Director, Jharkhand Renewable Energy Development Agency" on any Nationalized Bank/Scheduled Bank, Payable at "Ranchi".
12. Demand Draft of Rs. 10,000/- (Rupees Ten Thousand) as earnest money (refundable) in favour of "The Director, Jharkhand Renewable Energy Development Agency" on any Nationalized Bank/Scheduled Bank, Payable at "Ranchi".

## **9. Essential Documents to be Submitted with the Financial Proposal**

1. Financial proposal to be submitted in the format provided as Annexure - 3
2. The price shall be inclusive of all taxes and duties and shall remain firm for the work order issued during the financial year 2009-10 and 2010-11.

Proposals to be sent to: **The Director, Jharkhand Renewable Energy Development Agency (JREDA), 328/B, Road No. 4, Ashoknagar, Ranchi, Jharkhand.**

Director,  
JREDA, Ranchi.

**Forwarding Letter on the Letter Head of the Firm**

NIB No. : JREDA/Survey-TPV/2009-10/01

Date : / /2009

To,

The Director

Jharkhand Renewable Energy Development Agency (JREDA)

Plot No. 328/B, Road No. 4, Ashok Nagar,

Ranchi – 834002

Sir,

**Sub : Offer In Response to NIB No. : JREDA/Survey-TPV/2009-10/01 for Work Under Remote Village Electrification Program**

With reference to the above, we are submitting this offer as per the specifications, terms & condition laid down in the bid document. This offer is hereby submitted in two different envelopes sealed inside a third envelope duly marked and sealed. We also confirm the following :

1. We are an Indian Company/Firm.
2. We have never been debarred from executing similar type of work by any Central/State/Public Sector Undertaking/Department/Nodal Agency.
3. We shall execute the offer/work order as per the specifications, terms & conditions of the Bid Documents on award of work.
4. Our offer shall remain valid for placement of purchase orders for the financial years 2009-10 and 2010-11.
5. If at any time, any of the declarations submitted by us is found to be false, our offer or order is liable to rejection.

Yours faithfully,

(Signature of Authorized Signatory)

Name :

Designation :

Company Seal :

**Annexure - 2**

**Information about the Bidding Firm on the Letter Head of the Firm**

NIB No. : JREDA/Survey-TPV/2009-10/01

Date : / /2009

<b>Sl.</b>	<b>Particulars</b>	
1.	Name of the Bidder	
2.	Address of the Bidder	
3.	Telephone Number	
4.	Fax Number	
5.	E-mail Address	
6.	Name & Designation of Authorized Signatory for Correspondence	
7.	Nature of Firm	
8.	Registration Number	
9.	Permanent Account No. (PAN)	
10.	Service Tax Registration No.	

Yours faithfully,

(Signature of Authorized Signatory)

Name :

Designation :

Company Seal :

**Format for Submitting the Price Schedule on the Letter Head of the Firm**

NIB No. : JREDA/Survey-TPV/2009-10/01

Date : / /2009

To,

The Director

Jharkhand Renewable Energy Development Agency (JREDA)

Plot No. 328/B, Road No. 4, Ashok Nagar,

Ranchi – 834002

**Price Schedule**

Sl.	Item	Price in Rupees	
		In Figures	In Words
1.	Survey of Per Household as per the Bid Document		
2.	Survey of Per Street Light as per Bid Document		
3.	Third Party Verification of Per Household as per the Bid Document		
4.	Third Party Verification of Per Street Light as per Bid Document		

**Note :** 1. The above quoted price for Survey and Third Party Verification are complete in all respect as per the bid and are inclusive of all taxes & duties.

2. Certified that the rates quoted for Survey and Third Party Verification are as per the specifications, terms & conditions mentioned in the bid document.

Yours faithfully,

(Signature of Authorized Signatory)

Name :

Designation :

Company Seal :