

**EXPRESSION OF INTEREST
FOR
UPGRADATION, OPERATION, MAINTENANCE AND
MANAGEMENT OF DARJEELING -RANGEET VALLEY (DRV)
ROPEWAY**



EOI No.: 06/29-12/Ropeway/2023-24

**Office of the Divisional Manager,
Darjeeling Forest Corporation Division
West Bengal Forest Development Corporation Limited**
📍 Government Saw Mill Road, Mahananda para
Siliguri - 734005

email - @dfcd@wbfdc.com

DISCLAIMER

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This EOI is not an agreement or an offer by the Authority to the prospective Applicants or any other person. The purpose of this EOI is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this EOI. This EOI includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Agency. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This EOI may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this EOI. The assumptions, assessments, statements and information contained in this EOI, may not be complete or adequate. 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 EOI and obtain independent advice from appropriate sources.

Information provided in this EOI to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

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The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this EOI. The Authority 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 EOI.

The issue of this EOI does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Agency and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever and cancel the entire bidding process.

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 Authority 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 Authority 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 for submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

CONTENTS

1. SCHEDULE OF EOI PROCESS	4
2. INTRODUCTION AND PROJECT BACKGROUND	5
3. EOI APPLICATION & SHORTLISTING.....	5
4. EOI GUIDELINES	5
5. ROLE OF WBFDC LTD.....	9
6. OTHER GUIDELINES	9
7. PREMATURE TERMINATION OF CONTRACT	9
8. DISPUTE RESOLUTION.....	10
FORM A –COVERLETTER	11
FORM B – DETAILS OF INTERESTED AGENCY/FIRM/PARTIES	13
FORM C –PROJECTDETAILS	14
Affidavit – Y	15
9. Instruction to the Bidders	16

1. SCHEDULE OF EOI PROCESS

West Bengal Forest Development Corporation Ltd. invites proposals for “**Expression of Interest for Upgradation, Operation, Maintenance and Management of Darjeeling Rangeet Valley Passenger Ropeway at Darjeeling**” in accordance with the conditions and manner prescribed in the EOI document.

Collection (downloading) and Submission (uploading) of EOI can be made online through the website <https://wbtdenders.gov.in> only directly with the help of Digital signature Certificate.

Interested firms/ parties / agencies are advised to study the EOI document carefully before submitting their documents in this regard.

Schedule of Dates of EOI

Date of Publication of EOI	07 th July, 2023 at 10.00 AM
Last date for submission of request for clarification	Queries shall be emailed to projects@wbfdc.com by 14 th July, 2023
Meeting with prospective participants	21 st July, 2023 (online) Prospective participants interested to participate in the video conference are requested to submit their willingness through email to projects@wbfdc.com by 14 th July, 2023. Link to join the video conference will be shared with the prospective participants through email only.
Proposal Submission start date	24 th July, 2023 from 10.00 AM
Last date and time of submission of Proposals	14 th August, 2023 up to 05:00 PM
Opening of the Proposal	16 th August, 2023 up to 05:00 PM
Presentation (Based on future road map/ planning, technologies to be used, ropeway cable car, and any other subject as deemed fit by the participant)	To be intimated later
Note: 1) In case of any unscheduled holiday or on days of Bandh or natural calamity on the aforesaid dates, the next working day will be treated as scheduled / prescribed date for the same purpose. 2) The EOI Inviting Authority may change the venue of opening the Proposal in case of exigent circumstances like breakdown of communications link or conditions of force majeure. 3) The EOI Inviting Authority reserves the right to defer the date of opening of either Technical or Financial Proposal or both, if required. 4) Addenda/Corrigenda, if published: Participants are to keep track of all the Addendum/Corrigendum issued with this particular EOI and upload their proposal, digitally signed, along with the EOI. Proposal submitted without the Addendum/Corrigendum will be treated as invalid and liable to be rejected. The EOI Inviting Authority reserves the right to cancel this EOI due to unavoidable circumstances without assigning and no claim in this respect will be entertained.	

2. INTRODUCTION AND PROJECT BACKGROUND

- a. Darjeeling being one of the oldest and most sought-after Hill station in India receives Lakhs of Tourists from across of India and World.
- b. Among all the major tourists' destinations in and around Darjeeling, DRV Ropeway is among the favorites for all.
- c. Singla bazar on the Banks of Rangeet River was connected by an Aerial Ropeway in the year 1968 by Forest Department. The management of the same was subsequently handed over to West Bengal Forest Development Corporation Ltd.
- d. The Ropeway was based on Single Track Zig Back System Technology.
- e. West Bengal Forest Development Corporation Ltd. closed down operation of the three lower sections between Singla Bazar to Tukvar. The upper 2.3 Km stretch however remained operational for passengers' joy ride purpose
- f. In the year 1995-96, Single Track Zig Back System Technology was converted to Monocable Gondola System. The ropeway is in operation at present in Darjeeling through the selected Agency since 1996, who is operating the unit till date.
- g. WBFDC Ltd. intends to appoint an agency who will be responsible for Up-gradation, Operation, Maintenance and Management of the Ropeway through open, transparent and competitive bidding process.
- h. In this background, WBFDC Ltd. invites "Expression of Interest" (EOI) from reputed agencies/ ropeway developers / operators having prior experience in commissioning and operationalization of projects of similar nature.
- i. In response to this invitation for Expression of Interest (EOI), interested parties/ firm/ agencies may submit their interests / ideas for up-gradation, operation, maintenance and management of the said Ropeway.

3. EOI APPLICATION & SHORTLISTING

- i. Applications are invited from experienced Ropeway Operator(s) clearly specifying necessary up gradation & operational mechanism, proposed activities to be carried out, approximate costs involved etc.
- ii. The agencies will be shortlisted based on the organizational credentials, prior sectoral experience and project-plan.
- iii. The short-listed agencies shall be required to make a presentation before the concerned Committee to be constituted by WBFDC Ltd. for this specific purpose. The date of the presentation shall be communicated to shortlisted agencies later.

4. EOI GUIDELINES

Eligibility Criteria: The agency should have minimum 15 years of experience in development and operation of ropeway projects OR must have signed agreement (in non-judicial stamp paper duly notarized) with a Ropeway company having 30 years of experience in ropeway construction from scratch. (Details and supporting documents are to be furnished).

Agreement with ropeway Consultancy Company or Joint Venture Company or third-party Company with party will be disqualified.

Consortium between One Financial partner and One Technical partner is allowed

Two financial partners are not allowed.

The operation, maintenance of the subject Ropeway are not be hired /leased /transferred to any third party other than the selected agency under any circumstances.

EOI for development and operation of DRV Ropeway, Darjeeling

The selected agency shall be fully responsible for design, construction, finance and its operation for the contract period, which includes but not limited to:

- i. WBFDC Ltd. will not invest in the ropeway up-gradation and operations. The selected party will invest and upgrade the ropeway and undertake the Operations, Maintenance and Management.
- ii. The Selected Agency shall do all the Planning, designing, detailed engineering, up-gradational development, financing, construction, testing and commissioning of the Ropeway. WBFDC will leave it on to the Selected Bidder to decide on the kind of up-gradation it wants to undertake in terms of enhancement of capacity, technology etc.
- iii. The selected Agency shall do the preparation of Detailed Project Report for up gradation / Development of the Aerial Ropeway system, including development of Terminals and Intermediate Stations at all the locations and necessary columns / pillars.
- iv. The Selected Agency shall also be responsible for development of the entire necessary infrastructure in addition to existing ones required for effective operation of the ropeway, dispersal of traffic, parking, cloak room, evacuation of people etc.
- v. The design shall be as per relevant Indian Standard or CEN Standards (Highest Passenger Safety Standard) as applicable. The system should be duly audited, checked and approved by the expert accredited body as per Indian Standard or CEN Standards.
- vi. The Selected Agency shall provide passenger safety mechanisms (as per Indian Standard or CEN Standards) for the entire ropeway system to prevent any accident and mishaps during operation for the entire lease period.
- vii. The selected Agency shall have to submit the approval of the expert accredited body that the design of the Ropeway is confirming to Indian Standard or CEN Standard.
- viii. The Selected Agency shall provide necessary security system at Stations to prevent any breach of security. In order to achieve the same, the Selected Agency shall plan security mechanisms such as deployment of specialized personnel at vantage points, CCTV security system, Public Announcement System, Alarm System or any other system which it seems suitable at its own cost.
- ix. The Selected Agency shall operate and maintain the entire ropeway system as per the relevant Indian Standard or CEN Standards and the prevailing Rules for Safety and Security as laid down by the Government from time to time for entire concession period. Agency would use the state-of-the-art technology in their machinery and equipment conforming to specifications stipulated in BIS and also follow standard protocol related to safety of passengers.
- x. The Selected Agency shall periodically obtain fitness certificate from Relevant Authority for operation of the Ropeway.
- xi. The Selected Agency shall have the Ropeway installed which includes certified Passenger Evacuation System as per CEN Standards or higher to take care of Emergency Evacuation in case of stoppage of ropeway midway; breaking of wire rope; any failure in the column, failure of machinery, any problems in the cable car etc during operation of the Ropeway.

EOI for development and operation of DRV Ropeway, Darjeeling

- xii. The Selected Agency shall develop the entire ropeway system considering relevant Earthquake Factor as per Seismic Zones prescribed in Indian Standards to avoid any mishaps during the operations.
- xiii. Selected bidder will have to submit a guarantee for the safety and standard of the OEM (Original Equipment Manufacturer) warranty compliance which shall mainly be designed to protect the end user from unplanned costs due to premature component failures.
- xiv. WBFDC Ltd. will hold selected party responsible for any causality or accident arising from ropeway project, therefore selected party need to submit an undertaking to WBFDC Ltd. on AMC and OEM warranty of spare parts compliance before the start of commercial operations.
- xv. WBFDC Ltd. will be not responsible for any liability and legality arising from the ropeway operation and will hold selected bidder for all liability and legality arising from ropeway.
- xvi. Upon conclusion of lease period, ownership of whole ropeway project will be transferred back to WBFDC Ltd.
- xvii. The agency should possess / arrange all requisite valid permits/ licenses issued by the designated authority for operating passenger ropeways. The firm will have to obtain necessary permits from Transport department/ PWD Department or any other Govt. Department / Agency according to the requirement of the Ropeway Operation.
- xviii. The Ropeway should have valid certificates of safety, quality, and standards during the operational period which would need to be submitted by the Agency on a regular basis for periodical renewal of operational permission from WBFDC Ltd.
- xix. The Agency will be required to obtain necessary approvals/ clearances/ inter-agency coordination for operating ropeways as per applicable rules & guidelines.
- xx. The Agency will be responsible for financial viability of the project by adopting appropriate operational and risk mitigation factors.
- xxi. The Agency will run the assets with all necessary logistics arrangements like electricity, fuel, qualified operators, technicians, mechanics etc.
- xxii. All recurring costs for running the ropeway must be borne by the Ropeway Agency.
- xxiii. The agency will be given concession rights to set up and operate the project for a period for 20 Years from the date of signing of agreement.
- xxiv. All the equipment shall be maintained by the Ropeway Agency in excellent running condition throughout the operational period.
- xxv. The waste materials so generated out of the running of the ropeway and related activities must be handled by the agency as per statutory requirement.
- xxvi. The Agency shall be responsible to maintain the above conditions and penalty will be imposed for any deviation including termination of the agreement.
- xxvii. The ropeway handling team of technicians deployed on the job should be highly trained and experienced.
- xxviii. Internationally practiced safety norms should be strictly followed.
- xxix. In case of Accident : Each passenger on board should be insured with a minimum insurance amount of Rs. 10 Lakhs in case of Death/ Permanent Total Disability/ Loss of both eyes/ Loss of both limbs including cost of hospitalization; a minimum insurance amount of Rs. 5 Lakhs in case of loss

EOI for development and operation of DRV Ropeway, Darjeeling

of one eye/ one limb including cost of hospitalization; and a minimum insurance amount of 1 lakh for treatment of minor/ other injuries. Insurance of the machinery, equipment, civil structures should also be insured.

Insured amount will be revised after every 5 years as per sole discretion of Managing Director, Wbfdcl.

- xxx. The Selected Agency shall ensure availability and place for providing medical aid to passengers in case of any medical emergency at the stations.
- xxxi. The Selected Agency shall provide efficient and suitable Fire Detection and Suppressive System for the entire ropeway including stations.
- xxxii. All the necessary statutory approvals needed for construction and operation shall be taken by the Selected Agency prior to the sanction of the Plan, during the construction period and operation of services.
- xxxiii. The Selected Agency shall take power connection directly from source as required for the entire ropeway including all stations and shall provide power connection through its own resource.
- xxxiv. The Selected Agency shall provide alternate power source for existing system in case of emergency, with adequate numbers of generators at the drive stations.
- xxxv. The Selected Agency shall arrange at its own cost, Information Network System including Telephone Lines, OFC Cables etc as per requirement.
- xxxvi. The Selected Agency shall implement and execute any other works related to smooth operations and maintenance of entire Ropeway System including at the stations during concessions period, if required.
- xxxvii. The Selected Agency shall arrange and develop a system to monitor weather if required in liaison with Meteorological Departments to ensure safety.
- xxxviii. The Ropeway System should preferably consist of State-of-Art Car Cabins with automatic locking doors.
- xxxix. The Selected Agency to be fully responsible for all expenditure towards capital investment, operational expenses and operation, maintenance and management of the Ropeway for the entire period of contract.
 - xl. The Selected Agency will be responsible for timely repair, maintenance and regular inspections.
 - xli. The Selected Agency to periodically obtain fitness certificate from relevant authority for operation of the ropeway.
 - xlvi. The Selected Agency shall have to submit a monthly statement of receipts/ revenue with details of receipts from Ropeway business and other tourists' facility business.
 - xlvi. The Selected Agency were to install ERP system and automated ticket selling system
 - xlv. Selected agency should be ISO accredited.
 - xlv. During the entire contract period the company should have arrangement of NDT Test annually on all critical parts including chemical composition test from accredited lab on all critical parameters.
 - xlvi. For the purpose of safety audit, SOP'S and contingency plan, the selected agency must engage an experienced and qualified firm / organization for carrying out safety audit of the ropeway project from time to time at their own cost and submit the detailed report to Wbfdcl.
 - xlvii. The selected agency must prepare detailed standard operating procedure (SOPs) as per the industry regulations for operation and maintenance of DRV Passenger ropeway at Darjeeling as applicable.
 - xlviii. The selected agency shall be required to prepare a contingency plan as per the industry regulations in case of any untoward incident occurring during operation of DRV Passenger Ropeway at Darjeeling.
 - xlix. The selected agency shall designate a senior level technical officer/Engineer to regularly review the preparedness measures in respect of ropeway operations as per the SOP's and contingency plan.
- 1. Selected agency shall be required to prepare an appropriate disaster management team as per the industry standard.

5. ROLE OF WBFDC Ltd.

1. The role of WBFDC Ltd. shall be limited to provide land and existing infrastructure on long term lease or license basis to the Ropeway Agency selected.
2. WBFDC Ltd. shall augment promotion of ropeway through its existing digital and other media platforms. However, the primary responsibility of the promotion and marketing shall be of the Agency.

6. OTHER GUIDELINES

- In lieu of the Lease/ License, WBFDC Ltd. shall collect Annual Lease/ License Fee from the Selected Bidder. Annual Lease/ License fee will be subjected to an upward revision of 5-10% each year.. Technically Qualified Bidder quoting the highest Annual Lease/ License Fee subject to minimum reserve shall be selected as Successful Bidder.
- **Security Deposit:** The Selected Bidder shall be responsible to keep 6 months of Lease/ License Fee as Security Deposit all the time with WBFDC Ltd.
- The Selected Agency will indemnify, defend, save and hold harmless the WBFDC Ltd. and its Officers, Servants, Agents, Government Instrumentalities and Government owned and/or controlled entities/enterprises, against any and all suits, proceedings, actions, demands and claims from third parties for any loss, damage, cost and expense of whatever kind and nature, whether arising out of any breach by the Selected Agency of any of its obligations under the Contract or any related contract or on account of any defect or deficiency in the provision of services by the Selected Agency to any User or from any negligence of the Selected Agency under contract or tort or on any other ground whatsoever, except to the extent that any such suits, proceedings, actions, demands and claims have arisen due to any negligent act or omission, or breach or default of the Agreement on the part of the WBFDC Ltd. Indemnified Persons.
- WBFDC Ltd. may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI.

7. PREMATURE TERMINATION OF CONTRACT

In case of violation of any accepted Point of the Agreement by the Selected Agency, WBFDC Ltd. shall be at the liberty to terminate the Lease/Contract of the Selected Agency for operating the Ropeway. Along with this WBFDC Ltd. shall be at the liberty to

1. Forfeit the Security Deposit.
2. Take away the ownership of all assets (movable/immovable) created by the Selected Agency to the WBFDC Ltd. at Zero Cost.

5. DISPUTE RESOLUTION

- i. All dispute shall be tried to be resolved amicably.
- ii. The courts at Kolkata shall have exclusive jurisdiction over matters arising out of or relating to the Contract/Agreement.

FORM A – COVER LETTER

(To be submitted on letter head of the applicant duly signed by authorized signatory)

To
Divisional Manager
Darjeeling Forest Corporation Division
West Bengal Forest Development Corporation Ltd.
Government Saw Mill Road, Mahananda para
Siliguri- 734005

Subject: Expression of Interest for up gradation, Operation, Maintenance and Management of DRV Ropeway, Darjeeling.

Sir,

I/ WE am/are writing to express my/our interest in the Expression of Interest for up gradation, Operation, Maintenance and Management of DRV passenger Ropeway project at Darjeeling recently announced by Wbfdcl. With my/our extensive experience and expertise in the field, I am/ We are confident in my/our ability to contribute to the successful implementation and ongoing management of this exciting project.

I am /we have been involved in similar projects in the past, working closely with stakeholders to ensure smooth operations, optimal safety standards, and outstanding customer experience. I/we possess a strong understanding of ropeway systems, including their mechanical components, control systems, and maintenance requirements. My/our knowledge extends to industry best practices, compliance with regulatory standards, and the application of innovative technologies for enhanced efficiency.

Key qualifications that make me /us a suitable applicant for the upgradation, Operation, Maintenance and Management of DRV Ropeway at Darjeeling include the following:

1. Experience: I/we have successfully managed the operation and maintenance of ropeway project for [number of years]. This includes overseeing day-to-day activities, coordinating maintenance schedules, managing staff, and implementing safety protocols.
2. Technical Expertise: I/we possess a deep understanding of the technical aspects of ropeway systems, including cable tensioning, grip maintenance, electrical systems, and emergency procedures. I am/we are familiar with the latest industry advancements and can leverage this knowledge to optimize operations.
3. Safety and Compliance: Safety is of utmost importance in any ropeway project. I /we have a proven track record of implementing rigorous safety measures, conducting regular inspections, and ensuring compliance with relevant regulations and standards as per the relevant industrial norms.
4. Customer Focus: Providing an exceptional customer experience is a top priority. I/we have successfully implemented strategies to enhance customer satisfaction, including effective communication, rapid response to inquiries, etc.
5. Team Leadership: I /we can recruit and train qualified personnel, delegate tasks efficiently, and foster a collaborative work environment that promotes productivity and high performance.

I /We have examined in detail and have understood the terms and conditions stipulated for eligibility of the Applicant in the Document issued by Wbfdcl. I / We agree and undertake to abide by all these terms and conditions. I/ We hereby submit all the necessary information and relevant documents. I/ We undertake, if my / our Proposal is/are accepted, to deliver services as specified in the document.

EOI for development and operation of DRV Ropeway, Darjeeling

I/ We acknowledge that I/we have not, during the last three years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitrator or judicial authority or a judicial pronouncement or arbitration award against us, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract.

The validity of the proposal is 180 days from the last date of submission of proposal and we agree that the proposal is unconditional. We understand that Wbfdcl reserves the right to reject any application without assigning any reason thereof.

Thanking you,

Yours faithfully,

Signature of Authorized Person and seal

Name and Designation

Name of the Entity/ Firm/

FORM B – DETAILS OF INTERESTED AGENCY/ FIRM/ PARTIES

(To be submitted on letter head of the applicant duly signed by authorized signatory)

1. Name of the Applicant:-
2. Firm's Constitution (Proprietorship / Partnership / Private Limited / Public Limited/ Association/ Consortium/ Society etc.): - Enclose supporting document such as Trade License, registered partnership deed (if applicable), Memorandum of Understanding (if applicable), Article of Association (if applicable), and all other relevant documents.
3. Address of Corporate Headquarters and its branch office(s), if any :-
4. Date of incorporation and/or commencement of business:-
5. Number of years in sector of relevance:-
6. Positive Net worth of the firm not before 31st March 2022 (Enclose CA Certificate)
7. Turnover of the firm in last 3 financial years of Firm (Proprietorship / Partnership/ Private Limited/ Public Limited/ Association/ Consortium/ Society etc.): - (Enclose CA Certificate).
8. Details of ropeway projects executed and operated in past 20 years, from the date of issue of this EOI. (Enclose supporting documents including work completion certificates from Government departments / agencies / Trusts etc.)
9. Whether having requisite license/permit of competent authority to develop and operate passenger ropeway projects for tourism which are relevant to the industry and must be commensurate with all the applicable laws, rules, and regulations under the law of the land.
10. Type of contractual arrangements for the above-mentioned project(s) along with their techno-commercial summary of the project along with date and time.
11. ITR Acknowledgement, Audited Balance Sheet, Profit and Loss Accounts of last five financial year duly certified by CA.
12. GST Registration Certificate, EPF and ESI registration certificate (if applicable).
13. Details of individual(s) who will serve as the point of contact/ communication within the company.

Name:-

Designation:-

Company:- (In case of Consortium) Address-

:

Telephone Number:-

E-mail Address:-

Signature of Authorized Person and seal Name and

Designation

Name of the Bidding Entity/ Firm

NOTE – In case of Consortium, details of individual partners are to be furnished separately.

FORM C – PROPOSED PROJECT DETAILS

(To be submitted on letter head of the applicant duly signed by authorized signatory)

Proposed Upgradation/ Concept Plan details covering the following details (but not limited to)

- a. Proposed development Plan:
- b. Approx. cost of Project and proposed financial model for operation of the Ropeway
- c. Facilitation support required from WBFDC Ltd. (if any)
- d. Safety Compliances
- e. Other Information (If any)

EOI for development and operation of DRV Ropeway, Darjeeling

AFFIDAVIT – Y

(To be furnished in Non-judicial stamp paper of appropriate value duly notarized)

- (I) I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted, proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the undersigned.
- (II) The undersigned also hereby certifies that neither our Firm/ Company/ Society/ LLP _____ nor any of constituent partners had been debarred to participate in tender by State/ Central Government, State /Central Government undertaking, Statutory/ Autonomous bodies constituted under the Central/ State statute in favour of whom credentials are preferred by the undersigned towards eligibility criteria claim; during the last 5 (five) years prior to the date of publication of this EOI.
- (III) The undersigned would authorize and request any Bank, person, Firm, or Corporation to furnish pertinent information as deemed necessary and/or as requested by EOI Inviting Authority, to verify this statement.
- (IV) The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of the EOI Inviting Authority.
- (V) Certified that I have applied in the EOI in the capacity of individual (proprietorship firm) / as partner of a firm / Registered Company / Registered Societies/ LLP & I have not applied severally for the same job.
- (VI) I do not have any litigation in past or present with any Govt./PSU/Semi-Govt. Organisation of State/ Central Government.
- (VII) I or any of my constituent partner shall neither have abandoned any work nor any of our contract have been rescinded during the last 5 (five) years from the date of publication of this EOI. Such abandonment or rescission will be considered as disqualification towards eligibility.

Date: _____

Authorized signatory of the Firm/Company: _____

Title & Capacity of the officer: _____

Name of the Firm with Seal: _____

INSTRUCTION TO BIDDERS (ITB)

1. General Guidance for participation

1.1 Instructions / Guidelines for electronic submission of the EOI online have been shown in Web site <https://wbtenders.gov.in>.

1.2 Registration of Contractors

Any participant willing to take part in the process of submitting EOI will have to be enrolled and registered with the Government e-Procurement System.

1.3 Digital Signature Certificate (DSC)

Each participant is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of EOI.

1.4 Collection of EOI Documents

The contractor can search and download EOI documents electronically from computer once he logs on to the website mentioned in Clause 1.1 using the Digital Signature Certificate. This is the only mode of collection of EOI documents.

2. Submission of Tenders:

2.1 General process of submission:

EOI are to be submitted online through the website stated in Clause 1.1 before the prescribed date and time mentioned in the schedule of dates. Using the Digital Signature Certificate (DSC), the documents are to be uploaded, virus scanned and digitally signed.

3. Where an individual person holds a Certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while submitting any tender for and on behalf of such company or firm, invariably submit a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to submit such tender. The Power of Attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908. (Non-statutory Documents).

4. Conditional / Incomplete EOI will not be accepted under any circumstances.

5. The participation by an intending participant who is already blacklisted in any State/Central Government, State/ Central Government Undertaking, Statutory/ Autonomous bodies constituted under the Central/ State Statute will not be entertained.

6. The eligibility of a participant will be ascertained on the basis of the attached documents uploaded using digital signature and the declaration executed through prescribed affidavit in non-judicial stamp paper (must be upload both sides of Stamp Paper) of appropriate value duly notarized. If any documents submitted by a bidder is either manufactured or false, in such cases, the eligibility of the participant will be out rightly rejected at any stage without any prejudice.

7. No participant shall be deemed to be fit for consideration unless the EOI documents are fully and completely filled in. All information that may be asked from the participants must be unequivocally furnished. The eligibility of a participant will be ascertained on the basis of the documents submitted by a participant in support of eligibility. If any document submitted by a Tenderer is found to be incomplete/incorrect/ manufactured / fabricated or false, his participation will be out rightly rejected at any stage and legal action will be taken against him.

8. Grounds for Suspension and Debarment:

The procedure as laid down below shall govern the suspension/debarment of Participants for offences or violations committed during submission of EOI under WBFDC Ltd..

(1) Submission of eligibility requirements containing false information or falsified documents.

(2) Submission of documents that contain false information or falsified documents, or the concealment of such information in the documents in order to influence the outcome of eligibility screening or any other stage of the bidding process.

(3) Unauthorized use of one's name/digital signature certificate for the purpose of bidding process.

(4) Any documented unsolicited attempt by a participant unduly influencing the outcome of the bidding in his favour.

(5) Refusal or failure to post a self-declaration to the effect of any previous debarment imposed by any other department of State Government and/or Central Government.

(6) All other acts that tend to defeat the purpose of the competitive bidding such as lodging false complain about any participant, lodging false complain about any Officer duly authorized by the WBFDC, restraining any interested participant to participate in the EOI, etc.

(7) Whenever adverse reports related to adverse performance, misbehaviour, direct or indirect involvement in threatening, making false complaints etc. damaging the reputation of WBFDC or any other type complaint considered fit by the

competent authority of WBFDC, are received from more than one Officer or on more than one occasion from individual Officer.

(8) Refusal or failure to submit the required performance security / security deposit within the prescribed time without justifiable cause.

(9) Failure in deployment of Technical Personnel, Engineers and/or Work Supervisor having requisite license / supervisor certificate of competency as specified in the contract.

(10) Refusal to accept the work order after issuance of "Letter of Acceptance" or enter into contract with the WBFDC Ltd. without justifiable cause.

(11) Failure of the Contractor, solely due to his fault or negligence, to mobilize and start work or performance within the specified period as mentioned in the "Letter of Acceptance", "Letter of Acceptance cum Work Order", "Work Order", "Notice to Proceed", "Award of Contract", etc.

(12) Failure by the Contractor to fully and faithfully comply with its contractual obligations without valid cause, or failure by the Contractor to comply with any written lawful instruction of the Executing Authority (the Officer authorized by the WBFDC Ltd.) or its representative(s) for the implementation of the Contract.

(13) For the execution of Contracts, poor performance by the Contractor of his services arising from his fault or negligence. Any of the following acts by the Contractor shall be construed as poor performance.

(i) Non deployment of competent technical personnel, competent Engineers and/or work supervisors;

(ii) Non-deployment of committed equipment, facilities, support staff and manpower;

(iii) Deviation from approved design resulting in defective works;

(v) Using materials which are inappropriate and substandard or inferior to acceptable standards;

(14) For the procurement of goods, unsatisfactory progress in the delivery of the goods by the manufacturer, supplier, or distributor arising from Contractor's fault or negligence and/or unsatisfactory or inferior quality of goods, vis-à-vis as laid down in the contract.-

(15) Wilful or deliberate abandonment or non-performance of the project or Contract by the Contractor resulting in substantial breach thereof without lawful and/or just cause.

CATEGORY OF OFFENCE :-

(A) First degree of offence: 1 to 15 of the above Clause-8 to be considered as First degree of offence.

(B) Second degree of offence: Any one of the offences as mentioned under Clause-8 above, committed by a particular Bidder/Contractor on more than one occasion, be considered as Second degree of offence.

In addition to the penalty of suspension/debarment, the security deposit submitted by the concerned Bidder or prospective Bidder shall also be forfeited.

PENALTY FOR OFFENCE :-

(I) For committing First degree of offence: Disqualifying a Bidder from participating in any assignment process under West Bengal Forest Development Corporation Limited up to 2 (two) years.

(II) For committing Second degree of offence: Disqualifying a Bidder from participating in any assignment process under the West Bengal Forest Development Corporation Limited up to 3 (three) years.

9. Verification of documents:

The EOI Inviting Authority may verify the credential and other documents of the participants if found necessary. After verification, if it is found that such documents submitted by the participant is either manufactured or false in that case, participation will not be considered valid and legal action will be taken against him.

10. Canvassing in connection with the EOI is strictly prohibited.

11. In the event of a EOI being submitted by a prospective participant, it must be signed by a Proprietor / Partner / Director / Member / Employee of the Firm / Company / Society /LLP, having legal authority to do so in form of registered power of attorney showing clear authorization in his favour, by the rest of the Directors / Partners / Members of such firm / company / Society / LLP, to submit such EOI. The Power of Attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908 and if called for, legal documentations in support thereon must be produced for inspection.

- ***NOTE: INTERESTED PARTIES WILLING TO VISIT THE SITE AT DARJEELING FOR A FIRST-HAND EXPERIENCE OF THE EXSITING INFRASTRUCTURE MAY DO SO AT THEIR OWN ARRANGEMETS WITH PRIOR INTIMATION TO***

EITHER:

- ***DIVISIONAL MANAGER, DARJEELING FOREST CORPORATION DIVISION; MAHANADAPARA, SILIGURI***
- ***Mail: dfcd@wbfdc.com***

OR

- ***GENERAL MANAGER (North), WBFDCL; MAHANANDAPARA, SILIGURI***
- ***Mail: gmnorth@wbfdc.com***