

Government of Odisha, India

**Request for Expression of Interest (REOI)
for
Consulting Services for Odisha Forestry Sector Development Project, Phase II
(OFSDP-II)**

The Government of Odisha, through the Odisha Forestry Sector Development Society (OFSDS), an autonomous organization under Odisha Forests and Environment Department (OFD)

May 2017

Odisha Forestry Sector Development Society (OFSDS)
Odisha Forestry Sector Development Project Phase II (OFSDP-II)
SFTRI Campus, Ghatikia, Bhubaneswar - 751029

Date: 05th May, 2017

Request for Expression of Interest (REOI)
for
Consulting Services for Odisha Forestry Sector Development Project Phase II
(OFSDP-II)

The Government of Odisha, India has received Official Development Assistance (ODA) Loan from Japan International Cooperation Agency (JICA) to finance “Odisha Forestry Sector Development Project Phase II (OFSDP-II)” (“the Project”) which is to enhance sustainable forestry management, biodiversity conservation and improve livelihood of local people in the project area through:

- 1) Component 1: Preparatory Works
- 2) Component 2: Sustainable Forest Management
- 3) Component 3: Sustainable Biodiversity Management
- 4) Component 4: Livelihood Improvement
- 5) Component 5: Capacity Development
- 6) Component 6: Supporting Activities
- 7) Component 7: Phase-Out/ Phase-In

The OSFDS will be the employer of this consulting services and the duration is estimated for 60 months; starting on April 1, 2018 and ending on March 31, 2023. The consultant shall be procured as a part of the yen loan project through the procedure stipulated under the JICA operation rules for employment of consultant.

1. The scope of consulting services will include the following:
 - 1) Assistance in the management of the Project
 - 2) Technical assistance in the implementation of the project components/activities in an efficient and effective manner with technology transfer
 - 3) Facilitation of implementation of Environmental Management Plan (EMP) and Environmental Monitoring Plan (EMoP)
2. The firm will be required to provide the following Experts:

Professional (A): International Expert

 - 1) Community Based MRV; and

Professional (B): National Expert

 - 2) Team Leader/ Community Development/ Gender;
 - 3) Community Forest Management/ Micro Planning;
 - 4) Biodiversity Specialist;
 - 5) Livelihood Support;

- 6) Institutional Capacity Building/ Training;
 - 7) M&E/ MIS;
 - 8) GIS/ Remote Sensing Specialist;
 - 9) Community Based MRV; and
 - 10) Social and Environmental Consideration Specialist.
3. Expression of Interest (EOI) is invited from eligible consulting firms/organizations/institutes in single or in the form of Joint Venture, or association/consortium, which has required expertise and experience in the above-mentioned areas. The firm would have:
 - 1) Experience of major international projects (Over 200 million INR in project management consultancy services);
 - 2) Experience of similar projects in the field of forestry and/or watershed management in general of at least two projects during the last 10 years, in developing countries;
 - 3) Experience of similar projects in the field of forestry and/or watershed management in general of at least one experience of Project Management during the last 10 years in developing countries
 - 4) Experience of similar projects under Japanese ODA Loan
 - 5) National presence with more than ten years of experience of working with Government organizations in India
 4. EOI should include the following information (Forms enclosed):
 - 1) Company profile (Form-1);
 - 2) Related experiences of the firm, similar assignments in projects of comparable size, condition and technical specification (Form-2);
 - 3) Availability of appropriate Experts (Form-3);
 - 4) Financial information (Form-4); and
 - 5) Agreement of Joint Venture, or association/consortium, if applicable (Form-1b)
 5. EOI as well as forms/supporting documents attached shall be written in English. Documents originally written in other than English should be translated by the applicant into English and attached to the copy of original duly attested by competent authority.
 6. Outline of the project and Forms of Expression of Interest are available on the websites of OFSDS: <http://www.ofsds.in>, and hard copy of the same is also available from the office in the address given hereunder. **Address: Odisha Forestry Sector Development Society (OFSDS), SFTRI Campus, Ghatikia, Bhubaneswar – 751029.**

While submitting the application in hard copy, it should be accompanied with a bank draft of 10,000 INR drawn in favor of Project Director OFSDP-II payable at Bhubaneswar, and one (1) original and two (2) copies of EOI shall be submitted in a sealed envelope through registered post, or delivered by hand in the office at the address mentioned below, super scribing “Consultancy

Services for Odisha Forestry Sector Development Project Phase II (OFSDP-II)” on top of the envelope latest by 17:00 Hrs., June 2, 2017:

Attention: Project Director, OFSDP-II

Address: OFSDS, SFTRI Campus, Ghatikia, Bhubaneswar - 751029

7. OFSDS reserves the right to accept/reject one or all EOIs or stop the process of approval at any stage, at its sole discretion without assigning any reasons and shall bear no liability whatsoever consequent upon such a decision.
8. EOIs submitted by firms will be screened, and firms will be shortlisted. Only short-listed firms will be invited to submit proposals. The result of EOIs will be informed by the undersigned in the website: www.ofsds.in within 60 days from the date of submission of EOIs.
9. Selection from the shortlisted consultants will be made in accordance with the “Guidelines for the Employment of the Consultant under Japanese ODA Loan, April 2012” following Quality and Cost-Based Selection (QCBS)
http://www.jica.go.jp/english/our_work/types_of_assistance/oda_loans/oda_op_info/guide/


(Signature)

Project Director, OFSDP-II

Odisha Forestry Sector Development Society (OFSDS)

Address: SFTRI Campus, Ghatikia, Bhubaneswar - 751029

Phone: +91-674-2386016

Fax: +91-674-2386085

Email: webmail@ofsdp.org

Date: May 5, 2017

Copy forwarded for kind information:

Expression of Interest Forms: Contents

1. Form of Letter of “Expression of Interest”
2. Form -1
 - A. General Information
 - A-1 Firm’s Information
 - A-2 Summary of Consortium
3. Form - 1b
 - B Consortium Agreement
4. Form-2
 - C. Relevant Experience Record
5. Form-3
 - D. Available Experts
6. Form-4
 - E. Financial Capacity

Form of Letter of “Expression of Interest”

[Letter head paper of the Applicant or partner responsible for a consortium, including full postal address, telephone no., and fax no.]

Date:.....

To:

The Deputy Project Director (A&F)

Address: SFTRI Campus, At/Po. Ghatikia, Bhubaneswar-751029

Phone: +91-0674-2386016

Fax: +91(0674) 2386085

Email: webmail@ofsdp.org

Sir,

1. Being duly authorized to represent and act on behalf of (hereinafter referred to as “the Applicant”), and having reviewed and fully understood all of the information provided in Request for Expression of Interest, the undersigned hereby expresses its interest in and applies to be short-listed by yourselves as a submitter of proposal for the consulting services for Odisha Forestry Sector Development Project Phase II (OFSDP-II):
2. Attached to this Expression of Interest are copies of original documents defining:
 - (a) the Applicant's legal status; and
 - (b) the place of incorporation/ organization/ institution (for applicants who are corporations/ organizations/ institutes), or the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).
3. Project Director, OFSDP-II, Odisha Forestry Sector Development Society (OFSDS), Forests and Environment Department (OFD), Government of Odisha, India and its authorized representatives (“the Representative of OFD/OFSDS”) are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this Expression of Interest, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Expression of Interest will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by the Representative of OFD/OFSDS to verify statements and information provided in this Expression of Interest, such as the human resources, experience, and competence of the Applicant.
4. The Representative of OFD/OFSDS may contact the following persons for further information

Experience inquiries	
Contact	Telephone
Personnel inquiries	
Contact	Telephone
Financial inquiries	
Contact	Telephone

5. This Expression of Interest is made with the full understanding that:
 - (a) All information submitted in this Expression of Interest for qualification and selection for short-listing will be subject to verification at the time of submitting proposal by short-listed applicants;

- (b) The Representative of OFD/OFSDS reserves the right to reject or accept any application, cancel the qualification and selection for short-listing process at any stage, and reject all applications;
- (c) The Representative of OFD/OFSDS shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for them.

Applicants who are not Consortiums should delete para. 6 and initial the deletion.

6. We confirm that if we submit a proposal, that proposal, as well as any resulting contract, will be:
- a. Signed so as to legally bind all partners, jointly and severally; and
 - b. Submitted with a consortium agreement providing the joint and several liabilities of all partners in the event the contract is awarded to us.

[Note A: By declaration of the para 6 above, the lead partner and the other partner will be jointly evaluated for experiences and available Experts. Financial capacity will be evaluated for each applicant or each partner of consortium. The sub-contracted firm is not subject of evaluation.]

7. The undersigned of declaration on the statements made and the information provided in this Expression of Interest are complete, true, and correct in every detail.

Signed	Signed
Name	Name
For and on behalf of (name of Applicant or lead of a Consortium)	For and on behalf of (name of partner)

Signed	Signed
Name	Name
For and on behalf of (name of partner)	For and on behalf of (name of partner)

EXPRESSION OF INTEREST FORM -1

A. General Information

[Note B: All individual firms and each partner of a Consortium applying for short-listing are requested to provide following information in this form. Nationality information should be provided for all owners or applicants who are partnerships or individually-owned firms. Summary of Consortium should be provided, if applicable.]

A-1 Firm's Information (All firms in case of Joint Ventures)

Name of firm	
Head office address	
Telephone	Contact (Name, position)
Fax	
Place of incorporation / registration	Year of incorporation / registration

A-1(b) Firm's Information (In addition to A-1 above, submit the following in case of partnership or individually-owned firms)

Nationality of the Owner	
Name	Nationality

1		
2		
3		
4		
5		

A-2 Summary of Consortium

	Names of all partners of Consortium	Number of Years of experience of working with Government organizations in India
Lead partner		
Partner		
Partner		

EXPRESSION OF INTEREST FORM -1b

B. Consortium Agreement

To

The Deputy Project Director (A&F)

Address: SFTRI Campus, At/Po. Ghatikia, Bhubaneswar-751029

Phone: +91-0674-2386016

Fax: +91(0674) 2386085

Email: webmail@ofsdp.org

The undersigned of this declaration of cooperation are authorized to act with regard to the Expression of Interest in the consulting services for Assistance in the Implementation of the Odisha Forestry Sector Development Project Phase II (OFSDP-II) on behalf of their organizations.

They hereby declare:

that they will legalize a consortium Agreement in case that a consulting services Contract indicated in the Request for Expression of Interest in the consulting services for the consulting services (the Contract) is awarded to their group;

1. that they have nominated _____ [name of the lead partner] as the Sponsor Firm of the group for the purpose of this Expression of Interest;
2. that they authorized Mr./Ms. _____ [name of the person who is authorized to act as the Representative on behalf of the Consortium] to act as the Representative in the name and on behalf of their group for the purpose of this Expression of Interest.
3. that all partners of the Consortium shall be liable jointly and severally for the execution of the Contract;
4. that this Consortium is an association constituted for the purpose of providing the consulting services under the Contract
5. that each and every partner to this Consortium shall provide at least one expert for the contract period in any one of the required areas of expertise that are stipulated in para. 2 of the Request for Expression of Interest ;
6. that this Consortium should be post-disqualified in case the Consortium should breach the agreement in respect of item 5 above when submitting a Proposal;
7. if the Representative of OFD/OFSDS accepts the Proposal of this Consortium, it shall not modify the composition or constitution of the consortium formed and proposed in the Proposal until the completion of Contract without the prior consent of the Representative of OFD/OFSDS;

Names and positions of the proposed Consortium Representatives, as well as organization's names and addresses are:

1	Name:	Signature:
	Position:	Date:
	Representative of: (Organization's Name and address)	
2	Name:	Signature:
	Position:	Date:
	Representative of: (Organization's Name and address)	

3	Name:	Signature:
	Position:	Date:
	Representative of: (Organization's Name and address)	

EXPRESSION OF INTEREST FORM - 2

C. Relevant Experience Record

[Note C: All individual firms and all partners of a consortium are requested to provide information, in this form, of the similar service contracts in last ten (10) years. Major services must be related to the following fields;

Professional (A): International Expert

1) Community Based MRV; and

Professional (B): National Expert

2) Team Leader/ Community Development/ Gender;

3) Community Forest Management/ Micro Planning;

4) Biodiversity Specialist;

5) Livelihood Support;

6) Institutional Capacity Building/ Training;

7) M&E/ MIS;

8) GIS/ Remote Sensing Specialist;

9) Community Based MRV; and

10) Social and Environmental Consideration Specialist.

The value of the contract should be based on the currencies of the contracts converted into Indian Rupee, at the date of substantial completion, or for current contracts at the time of award.]

C-1. Name of Applicant or Name of Consortium and name of the partner to provide information

C-2 General Experiences (for each project and for each partner in case of consortium)

Name of assignment:	Country:
Duration (from month/year/to month/year)	Employer:
Contract status of the firm: Sole J/V Subcontractor	Japanese ODA Loan: Yes No
Total contract amount:	Contract amount of the firm:
Total men-months of professional:	Men-months of professional provided by the firm:
Summary of the service:	

EXPRESSION OF INTEREST FORM - 3

D. Available Experts

[Note E] The Applicant is requested to provide personnel information to be possibly assigned for the specified area mentioned in the followings;

Professional (A): International Expert

- 1) Community Based MRV; and

Professional (B): National Expert

- 2) Team Leader/ Community Development/ Gender;
- 3) Community Forest Management/ Micro Planning;
- 4) Biodiversity Specialist;
- 5) Livelihood Support;
- 6) Institutional Capacity Building/ Training;
- 7) M&E/ MIS;
- 8) GIS/ Remote Sensing Specialist;
- 9) Community Based MRV; and
- 10) Social and Environmental Consideration Specialist.

No. of Expert/Engineer to be Available

Name of the firm (each firm of JV or consortium)	Expertise	Degree (Bachelor, Master, Doctor)	No. of Experts
(Example)			
ABCD	Project Management	Master (Business Administration)	3
ABCD	Financial Management Expert	Bachelor of Economy	2

EXPRESSION OF INTEREST FORM - 4

E. Financial Capacity

Note F: The Applicant or each partner of consortium is requested to provide audited financial statement (balance sheet, income statement, and cash flow statement) in last five (5) years. The Applicant or each partner of consortium is also requested to provide summary of financial information in the following form.]

For partner;

Financial information in Indian Rupee equivalent	Actual: previous 5 years (use the accounting year of the applicant or partner)				
	Accounting Year 1	Accounting Year 2	Accounting Year 3	Accounting Year 4	Accounting year 5
1. Total assets					
2. Current assets					
3. Total liabilities					
4. Current liabilities					
5. Sales of which consulting services only (Turnover)					
6-1. Gross Profits of the firm					
6-2. Gross Profits out of consulting services only					
7-1. Profits after taxes of the firm					
7-2. Profits after taxes from consulting services only					