

Request for Empanelment (RFE)
for

**Empanelment of Consultants for Forest Diversion and
Wildlife clearance Proposals under UIIDB in Uttarakhand**

Issued by

**Uttarakhand Investment and Infrastructure Development
Board (UIIDB)**

Ref No: 1018 / 58/ E.F.L.T/ UIIDB/ 2025 - 26

Dated 17.02.2026

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The Board, its employees and advisors 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 RFE or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFE and any assessment, assumption, statement or information contained therein or deemed to form part of this RFE or arising in any way in this empanelment process.

The Board may in its absolute discretion, without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFE. The Applicant shall bear all costs associated with or relating to the preparation and submission of its proposal, including but not limited to preparation, copying, delivery cost, expenses associated with any demonstration or presentation which may be required by the Board, or any other cost incurred in connection with or relating to its proposal.

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1. LETTER OF INVITATION

Ref. No / RFE No:

Dated:

Dear Sir / Madam:

Uttarakhand Investment and Infrastructure Development Board (UIIDB or the “Board”), Government of Uttarakhand (GoUK) invites Proposals from various firms for: “Empanelment of Consultants for Forest Diversion and Wildlife clearance Proposal under UIIDB in Uttarakhand.”

The RFE document containing the details of qualification / eligibility criteria, submission requirement, brief objective & scope of work and method of evaluation, etc. is enclosed.

Yours sincerely,

Authorized Representative

2. DATA SHEET

1.	Name of the Board: UIIDB
2.	<p>Who Should Respond/ Apply: Applicant may be a sole proprietorship/ company or a consortium of multiple entities having qualifications as sought in this RFE document. The sole proprietorship / all members of the consortium should be Registered Partnership or LLP or Company having a valid and active NABET accreditation, subject to compliance with applicable laws, policies, and guidelines.</p> <p>Note: Proposals submitted by a Consortium shall include a copy of the Consortium Agreement entered into by all members.</p> <ol style="list-style-type: none"> 1. Lead member shall hold a minimum of 51% share 2. Experience and credentials for only those members shall be considered for eligibility and evaluation who hold a minimum of 26% share in the consortium 3. Consortium should clearly stipulate that the individual firms / members shall be jointly and severally responsible and liable for the timely execution of the scope of work and failure to do so will make all of them liable to the penal conditions of the RFP
3.	<p>Clarifications</p> <p>Applicants requiring any clarification on the RFE may send their queries to the Board in writing by email. All written queries should reach the Board's Representative by email. All queries should reach prior to the date mentioned in the Schedule for RFE Process. The Board shall endeavor to respond to the queries within the specified period. The Board reserves the right not to respond to any questions or provide any clarifications.</p>
4.	<p>Board representative / Point of contact for any queries related to this RFE</p> <ol style="list-style-type: none"> 1. Mr. Akshay Oli (Email – uiidbuk@gmail.com, Contact No.: +91-8171089546) 2. Ms. Pallavi Singh (Email – uiidbuk@gmail.com, Contact No.: +91-7300767116)
5.	Proposal should remain valid for 120 days from the proposal due date
6.	The RFE document can be downloaded from Govt. tender web site: https://uiidb.uk.gov.in/ and https://cppgg.uk.gov.in/index.php
7.	Proposals must be submitted no later than Proposal Due Date (PDD) as indicated in the Schedule of RFE Process
8.	<p>AMENDMENT</p> <p>Board may modify the RFE document by issuing an addendum before last date of submission and shall provide suitable time after such amendment for submission of Proposal. Any addendum thus issued shall be part of RFE and shall be posted on the website / portal.</p>

3. SCHEDULE OF RFE PROCESS

S. No.	Event Description	Date & Time
1.	Date, time and place for procuring RFP Document	Date: 18.02.2026 (To be downloaded from https://uiidb.uk.gov.in/ and https://cppgg.uk.gov.in/)
2.	Last date for receiving queries / clarifications	25.02.2026
3.	Pre-bid conference	25.02.2026 at 16:00 Hrs. IST VC Link: Google Meet joining info Video call link: https://meet.google.com/bcc-oec-sjd
4.	Proposal Due Date or PDD	18.03.2026
5.	Notification of Empaneled Applicants	To be notified
6.	Validity of Proposals	Up to 120 days from PDD

4. INSTRUCTIONS TO APPLICANTS

4.1 Introduction

4.1.1 UIIDB is the nodal body under the GoUK for undertaking large scale infrastructure development and PPP projects in the State. For this, the Board shall oversee end-to-end development of numerous development projects. These projects involve multiple interventions: riverfront beautification, ghats & bathing infrastructure, tourism infrastructure (hotels/ resorts, wayside amenities, parks, walkways, rafting base stations, parking, etc.), urban redevelopment with multiple land use/ activities, open spaces and connectivity improvements. Many of the proposed project components lie on or overlap with forest land (protected forest, reserved forest, or forest department jurisdictions). The transfer of forest land (or obtaining legal permissions / clearances) is required under Indian environmental and forest laws (notably the Forest (Conservation) Act, 1980, etc.), to allow UIIDB to proceed with land development, construction, renovation, or other uses. Delays or non-compliance in forest land transfer can stall project implementation, lead to legal challenges, cost escalations, etc.

4.1.2 In accordance with its objectives, UIIDB therefore intends to empanel consultants to assist with the legal, institutional, technical and procedural steps necessary for forest land transfer (Or rights clearance) for the project components lying in forest land.

4.2 Empanelment

- a. The Board invites proposals from interested applicants (the “Applicants”).
- b. The Applicants (single entity / consortium) may apply for empanelment across one or multiple empanelment categories as enumerated in the RFE document.

4.3 Conditions of Eligibility of Applicants

Applicants must carefully read the minimum conditions of eligibility (the “Conditions of Eligibility”) provided.

4.4 Cost of Proposal

The Applicants shall be responsible for all the costs associated with the preparation of their Proposals and their participation in the Empanelment Process.

4.5 Acknowledgement by Applicant

4.5.1 It shall be deemed that by submitting the Proposal, the Applicant has:

- a. Made a complete and careful examination of the RFE document;
- b. Accepted the risk of inadequacy, error or mistake in the information provided in the RFE document or furnished by or on behalf of the Board or relating to any of the matters referred above;
- c. Satisfied itself about all matters, things and information, including matters referred herein above, necessary and required for submitting an informed Application and performance of all of its obligations there under.
- d. Acknowledged that it does not have a Conflict of Interest; and
- e. Agreed to be bound by the undertaking provided by it under and in terms hereof.

4.6 Submission

4.6.1 Applicants must ensure that their Proposal is submitted as per the formats attached with this document and all supporting proofs and documents.

4.6.2 The Applicant shall provide all the information sought. The Board would evaluate only those Proposals that

are received in the specified forms and complete in all respects.

4.6.3 The Proposal shall be typed or written in indelible ink and signed by the authorized signatory of the Applicant. The Proposals must be properly signed by the authorized representative (the “Authorized Representative” or “Authorized Signatory”) as detailed below:

- a. by a partner, in case of a partnership firm and / or a limited liability partnership; or
- b. by a duly authorized person holding the Power of Attorney, in case of a Limited Company or a Company

4.6.4 Applicants should note the PDD, as specified in Data sheet, for submission of Proposals. Except as specifically provided in this document, no supplementary material shall be entertained by the Board, and that evaluation shall be carried out only based on documents received by the closing time of PDD as specified.

4.6.5 The Proposal shall be submitted by either by post and through Email at uiidbuk@gmail.com (for which the same copy should be posted at the given address), at the address:

UIIDB, 4th Floor, Kapoor Towers, 15-2b Rajpur Road, Opposite Gandhi Park Dehradun – 248001

4.7 Clarifications

4.7.1 Applicants requiring any clarification may send their queries to the Board by e-mail to reach before the date mentioned in Schedule of RFE Process. The email subject shall clearly bear the following **"Queries concerning Empanelment of consultants for Forest Diversion and Wildlife clearance Proposals under UIIDB in Uttarakhand."**

4.7.2 The Board shall endeavor to respond to the queries as per timelines and shall post the reply to all such queries on the official website / tender portal. The Board reserves the right not to respond to any queries or provide any clarifications, at its sole discretion, and nothing in this shall be construed as obliging the Board to respond to any question or to provide any clarification.

4.8 Amendment of RFE Document

4.8.1 At any time prior to the deadline for submission of Proposal, the Board may, for any reason, whether at its own initiative or in response to clarifications requested by any Applicant, modify the RFE document by the issuance of Addendum / Amendment and posting it on the official website / e-portal.

4.8.2 To afford the Applicants a reasonable time for taking an amendment into account, or for any other reason, the Board may, in its sole discretion, extend the PDD.

4.9 Language

4.9.1 The Proposal with all enclosed documents (the “Documents”) and all communications in relation to or concerning the empanelment process shall be in English language and strictly on the forms provided in the RFE document.

4.9.2 The Board reserves the right to verify all statements, information and documents, submitted by the Applicant in response to the RFE document. Any such verification or the lack of such verification by the Board to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor shall it affect any rights of the Board there under.

4.9.3 In case it is found during the evaluation that the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information,

the Applicant shall be disqualified.

4.10 Late Proposals

Proposals received by the Board after the specified time on Proposal Due Date (PDD) shall be summarily rejected.

4.11 Modification / substitution / withdrawal of Proposals

4.11.1 The Applicant may modify, substitute, or withdraw its Proposal after submission, any time prior to PDD on the online portal.

4.11.2 Any alteration / modification in the Proposal or additional information or material supplied subsequent to the PDD, unless the same has been expressly sought for by the Board, shall be disregarded.

4.12 Fraud and Corrupt Practices

4.12.1 The Applicants and their respective officers, employees, agents and advisors shall observe the highest standard of ethics during the Empanelment Process. Notwithstanding anything to the contrary contained herein, the Board shall reject a Proposal without being liable in any manner whatsoever to the Applicant, if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the “Prohibited Practices”).

4.12.2 For the purposes of this Clause, the terms shall have the meaning assigned to them:

- a. “corrupt practice” means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Empanelment Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Board who is or has been associated in any manner, directly or indirectly with the empanelment process; or (ii) save as provided herein, engaging in any manner whatsoever, whether during the empanelment process, as the case may be, any person in respect of any matter relating to the Project, who at any time has been or is Applicant/ advisor of the Board in relation to any matter concerning the Project;
- b. “Fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Empanelment Process.
- c. “Coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person’s participation or action in the Empanelment Process.
- d. “Undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by the Board with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Empanelment Process; or (ii) having a Conflict of Interest; and
- e. “Restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Empanelment Process.

5. TERMS OF REFERENCE

5.1. Applicants may apply under the Empanelment Categories for Forest Diversion and Wildlife clearance Proposals and Wildlife clearance listed below:

- Category I: Forest Land up to 40 Hectares
- Category II: Forest Land above 40 Hectares

Note: Applicants (Sole proprietorship / Consortium) may apply for empanelment for one or multiple categories.

6. SCOPE OF WORK

Note – the following Scope of Work is encompassing and indicative and project specific scope of work and payment schedule details will be included in project specific tender documents published by the Board.

6.1. The consultant's objectives shall be:

- a. **To map and assess** which UIIDB project components in the three corridors/ land parcels are on forest land (reserved/protected forest or forest department lands that require legal/conservation clearance for transfer or change of use).
- b. **To prepare legal, technical and procedural strategies** for obtaining forest land transfer / clearance / de-reservation / diversion as required, in compliance with relevant central and state forest laws, regulations, notifications, and with minimal litigation risk including, but not limited to maps, surveys, cost-benefit analysis, compensatory afforestation and reclamation plans
- c. **To liaise with relevant forest departments, state/environment/forestry ministries, revenue departments, and other statutory bodies** to facilitate the permissions, consultations, surveys, documentation needed.
- d. **Assist in Gram Sabha, FRA and NOC processes and statutory compliances.**
- e. **To prepare a timeline, risk assessment, cost estimates, and institutional roles** required for forest land transfer (including mitigation measures, compensatory afforestation, etc.).
- f. **To ensure that forest land transfer activities are aligned with UIIDB's project implementation schedule** so that other design, construction, and development work can proceed without undue delay.

6.2. Details of the tasks to be carried out.

STAGE A:

Activity 1: Preliminary Identification & Mapping

- Identification of forest land parcels.
- Preparation of cadastral maps (1:50,000 scale & 16"=1 mile).
- Location map on toposheet.
- Collection of forest maps (cadastral & revisional).
- Digitization & mosaicking of maps (KML/PDF).

Activity 2: Field Survey & Tree Enumeration

- Field survey & enumeration of trees.
- Assist in demarcation with Forest Ranger/Revenue staff.
- Facilitate submission of joint enumeration report to DFO.
- DFO/RCCF inspection & validation.

- Listing of trees to be impacted.

Under this Activity, the Applicant will also ensure to:

- i. Assist and follow up for Forest area demarcation & enumeration of trees by Forest Ranger & Revenue staffs.
- ii. Follow up with Ranger to submit joint tree enumeration report to DFO.
- iii. DFO/RCCF to inspect forest land and assess correctness of tree enumeration etc.

Activity 3: Technical & Environmental Studies

- Preparation of Cost-Benefit Analysis.
- Year-wise Geological & Financial Reclamation Plan.
- Preparation of Safety Zone details.
- Preparation of Wildlife Management Plan / Animal Passage Plan / Environment Management Plan / Social Impact Assessment / Environmental Impact Assessment / Catchment Area Treatment Plan. All these plans are to be developed on a case-to-case basis.
- Collection of consent letter of Village Forest Committee

Activity 4: Community & FRA Compliance

- Gram Sabha Resolutions & FRA compliance.

The Applicant will be responsible for

- i. Preparation and submission of Application to Collector for issue of Certificate under Forest Rights Act, 2006.
 - ii. Assist and follow up with BDO / Tehsildar to convene Gram Sabha for identifying beneficiaries, organize such Gram Sabha and pass resolution for issue of NOC.
 - iii. Follow up with DC to issue Certificate.
- Application to Collector under FRA, 2006.
 - NOCs from DC (Jungle Jhari Land, Gair Majurwa Land).
 - Identification & settlement of rights of forest dwellers.

Under these activities, the consultants will also be responsible for (not necessarily in this order and not necessarily for all land parcels):

- i. Obtaining No Objection Certificate (NOC) from DC for Jungle Jhari Land.

- ii. Identification of the forest dwellers/forest dwelling schedule tribes/ other traditional forest dwellers as per the "Scheduled Tribes and Other Traditional Forest Dweller (Recognition of Forest Rights) Act, 2006". Settlement of issued pertaining under compliance of FRA, 2006 and obtain No Objection Certificate from DC.
- iii. Obtaining No Objection Certificate (NOC) from DC for Gair Majurwa (Government) Land.
- iv. Obtaining Wildlife Clearance from Chief Wildlife Warden (CWLN).
- v. Preparation of all Schemes I Plans and any other Scheme / Plan, such as Wild Life Management Plan and Catchment Area Treatment Plan etc., desired by the Statutory Authorities for FDP.
- vi. Compliance of any other guideline issued by MoEF & CC or by State for processing / clearance of FDP.
- vii. Collection of all forest maps (Cadastral Survey & Revisional Survey) demarcating the classified forest area from DFO Office.
- viii. Digitization & Mosaicking of all revenue maps/cadastral sheets/forest maps & marking of forest land on that. Digitization of forest maps in kml I pdf files or in another desired file.
- ix. Field survey based on CMPDIL certified map for demarcating forest boundary.
- x. Any other requirement desired by the Statutory Authorities.

STAGE B

Activity 5: Obtaining Stage 1 Clearance from Relevant Authorities

- Generation of data & collection and preparation of Forms / Documents / No Objection Certificates (NOC) / Other Certificates / Undertakings / Consent Letters, for preparation of forest clearance application as per prescribed format.
- Preparation of Form A.
- E-filing of FDP on Parivesh/ MoEF/ CC portal.
- Submission of hard copies to DFO/DC.
- Follow up with Nodal Officer for onward movement of the application to DFO.
- Follow up with DFO Office to recommend the proposal and forwarding the same to Conservator of Forest (CF) Office.
- Follow up with CF Office to recommend the proposal and forwarding the same to the Principal Chief Conservator of Forest (PCCF) Office, Dehradun.
- Follow up with PCCF Office to recommend the proposal and forwarding the same to Department of Forest, Environment & Climate Change, Government of State.
- Follow up with State Government Level to recommend the proposal and forwarding the same to Regional Conservator of Forest (RCF).
- Follow up with RCF Office to recommend the proposal and forwarding the same to MoEF & CC, Delhi.
- Follow up with MoEF & CC to send FDP to RCF (Regional Office) for inspection & submission of report.

The Bidder shall assist for the said work.

- Follow up with Regional Office to inspect & send recommendation to MoEF & CC.
- Follow up with MoEF & CC to place the Forest Diversion and Wildlife clearance Proposal before Forest Advisory Committee (FAC).
- Presentation before FAC.
- Follow up for Recommendation by FAC.
- Follow up with MoEF & CC for acceptance of FAC recommendation and to approve FDP.
- Obtain Stage- I Clearance from MoEF & CC, Gol.

Activity 6: Compliance & Final Stage II Clearance

- Assist in compliance of Stage I conditions and submit compliance reports for the same
- Certificate from concerned DFO/ Ranger / Nodal officer with regards to construction / erection of pillars of Forest Boundary for Diversion
- Follow up at all relevant Levels for recommendation of the proposal by the State to MOEF & CC.
- Obtain Stage II clearance.

It must be noted that the ultimate aim for the consultants is for obtaining the required clearances for the projects of Board to take up. In this cognizance, over and above the above-mentioned scope the consultant's scope of work shall also include following up with all relevant authorities, making sure that all forms/certificates/documents are in order for any proposal to be sent to State/Reserved/National Forest authorities and the approvals are secured for the projects to be implemented.

Note: This scope of work is general in nature for the Empanelment process. Separate and specific comprehensive scope shall be provided at the time of RFP / Call for Financial bids amongst the empaneled applicants.

7. VALIDITY OF EMPANELMENT

- 7.1. The empanelment shall remain valid for two (02) years from the date of empanelment, extendable based on performance and requirement.**
- 7.2. The Board reserves the right to increase or decrease the validity period of empanelment or to call for additional rounds of empanelment to expand the list of empaneled applicants, as deemed appropriate.

8. TERMS AND CONDITIONS

- 8.1.** Board reserves the right to accept or reject any or all Proposals, without thereby incurring any liability to the affected Applicant(s) or any obligation to inform the Applicant(s).
- 8.2.** Failure by any Applicant(s) to provide all of the information required in the proposal or any additional information requested by Board may lead to rejection of the Applicant's Proposal in its entirety.
- 8.3.** Applicant has an obligation to disclose any actual or potential conflict of interest.
- 8.4.** Board reserves the right to cancel this request for RFE and / or invite afresh with or without amendments to this request for RFE, without liability or any obligation for such request for RFE and without assigning any reason. Information provided at this stage is indicative and UIIDB reserves the right to amend / add further details in the RFE document.
- 8.5.** Board reserves the right to choose any of firm out of the empaneled list for any particular tender based on their credentials and tender specific requirement Board's decision in this regard shall be final.
- 8.6.** Specific MoU/agreement will be signed with respective partner for specific business opportunity (RFP/ Tender/ Bid).
- 8.7.** Once the applicants are empaneled, the list of empaneled applicants will be displayed on website <https://uiidb.uk.gov.in/> and [https://cppgg.uk.gov.in.](https://cppgg.uk.gov.in/) The Board will float a separate tender / RFP / Call for Financial bids from the list of empaneled lists of applicants on a case-to-case basis, as and when it deems fit.
- 8.8.** All data, maps, reports, and digital files prepared by the Consultant shall be the sole property of UIIDB. The Consultant shall deliver all such documents to the Board before the final payment.
- 8.9.** The Consultant hereby agrees to indemnify and hold UIIDB harmless against any and all third-party actions, demands, or costs including reasonable legal fees, resulting from the Consultant's professional negligence, errors, or omissions in the execution of its obligations under this Agreement.

9. CONDITIONS FOR ELIGIBILITY OF APPLICANTS

9.1. An Applicant shall possess the following minimum pre-qualification / eligibility criteria.

9.1.1. Stage I: General Eligibility and Qualification criteria check

For determining the eligibility of the Applicant for empanelment under any category, the following conditions are required to be fulfilled:

S.No	General Eligibility Criteria	Supporting Documents
1.	The Applicant should not be under order of debarment from participating in a Proposal, and as on the last date of submission of Proposals by any Board	Self-declaration / Affidavit on company letterhead confirming that the firm is not debarred or blacklisted by any Government Department / PSU / Board in India.
2.	Any contracts of the Applicant should not have been terminated during the last 36 (thirty-six) months from the last date of submission due to non-fulfilment of contractual obligations as evidenced by imposition of a penalty by any Board or by an arbitral or judicial Board or a judicial pronouncement or arbitration award against the Consultant.	Self-declaration / Affidavit stating that no contracts have been terminated due to default or penalty within the last 36 months from any Government Department / PSU / Board in India. Optionally, attach client performance certificates for recent assignments.
3.	Applicant must neither be insolvent, in receivership, bankrupt or being wound up, nor shall have its affairs administered by a Court or Judicial Officer or its business activities suspended and must not be the subject of legal proceeding for any of these reasons.	Self-declaration / Affidavit confirming financial solvency and that no insolvency or liquidation proceedings are pending.
4.	The Applicant should not have, and their directors and officers do not have, been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter a procurement contract/agreement within a period of thirty-six (36) months from the last date of submission preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings.	Self-declaration / Affidavit stating that the firm and its key personnel have not been convicted or blacklisted by any authority/ Government Department / PSU / Board in India.
5.	Government officials and civil servants of the Board's State are not eligible to be included as Experts in the Consultant's Proposal unless such engagement does not conflict with any employment or other laws, regulations, or policies of the Board's State, and they <ol style="list-style-type: none"> i. are on leave of absence without pay, or have resigned or retired; ii. are not being hired by the same agency they were working for before going on leave of absence without pay, resigning, or retiring (in case of resignation or retirement, for a period of at least 6 (six) months, or the period established by statutory provisions applying to civil servants or government employees in the Borrower's 	Self-declaration by the Applicant confirming compliance; Proof of leave / resignation / retirement letter of such expert(s), if applicable.

	country, whichever is longer. Experts who are employed by the government-owned universities, educational or research institutions are not eligible unless they have been full time employees of their institutions for a year or more prior to being included in Consultant's Proposal.; and iii. their hiring would not create a conflict of interest	
6.	The Applicant should have the following registrations: i. Registration under the applicable law for establishing their legal business identity, ii. Active Registration under the Goods and Service Tax (GST) Act, iii. Permanent Account Number (PAN) issued by the Board of Direct Taxes under the Income Tax Act, Registration under MSME policy of Uttarakhand, for getting benefits under this policy.	a. Certificate of Incorporation / Registration Certificate (Company, LLP, Partnership Deed, Society, etc.) b. Copy of valid GST Registration Certificate (GSTIN). c. Copy of PAN Card (in the name of the firm / entity). d. Copy of valid MSE Registration Certificate issued by the Government of Uttarakhand / Udyam Registration Certificate (if applicable).
7.	The Applicant must have an active and valid NABET accreditation for the entire duration of the empanelment timeline. In case the accreditation is lapsing within the duration of the empanelment / duration of ongoing assignment, the applicant is expected to inform the Board of the same after duly renewing their accreditation, failing which any ongoing assignment and/or empanelment will be terminated	Copy of NABET accreditation Certificate issued by QCI-NABET under the relevant scheme. This must include: <ul style="list-style-type: none">• Accreditation Number• Category and sector(s) approved• Date of issue and expiry

Note:

- All self-declarations shall be submitted on the Consultant's letterhead, signed by the Authorized Signatory, and duly notarized. UIIDB reserves the right to verify any or all supporting documents before empanelment.
- The empaneled entity shall be required to inform the Board in the event it ceases to meet any of the eligibility criteria at any time during the validity of this empanelment, i.e., within the period of two (2) years. If, during the said period, the empaneled entity becomes ineligible on account of debarment from participation, termination, insolvency/bankruptcy, criminal offences by the entity or its members, or any other specified grounds, and fails to duly inform the Board of the same, such non-disclosure shall be deemed as grounds for termination of empanelment. In such an event, any ongoing assignments shall be discontinued forthwith, and no payments shall be made in respect thereof.
- In Stage I (Clause 9.1.1.), the Authority will verify whether each applicant meets the minimum eligibility criteria prescribed in the RFP. Only applicants who satisfy **all** eligibility conditions will be shortlisted for Stage II (Clause 9.1.2.). Applicants failing to meet any eligibility criterion from Stage I will be disqualified and their proposals shall not be evaluated further.

9.1.2. Stage II: Specific Eligibility Criteria

A. For Category I: Forest Land up to 40 Hectares

S. No.	Requirement	Eligibility Criteria	Supporting Documents
1	Financial Capacity	Applicant shall have received an average fee of Rs.10,00,000/- (Rupees Ten Lakhs per annum for from similar nature of consultancy services during last 3 (three) financial years (FY 22-23, FY 23-24, FY 24-25) preceding the last date for submission of proposal	Self-declaration countersigned by CA confirming the professional fees pertains exclusively to consulting services rendered by the firm
		Applicant shall have minimum average annual turnover of at least INR 50 (Fifty) Lakhs during last 3	Audited annual statements and CA Certificate

		<p>(Three) financial years from works of similar nature. (FY 22-23, FY 23-24, FY 24-25)</p> <p>Note: Similar nature assignments mean the assignment related to providing advisory/consulting services in respect of: “Assignments related to preparation and submission of Forest Diversion and Wildlife clearance Proposal (FDPs) and securing approvals under Forest (Conservation) Act, 1980 (Stage I and/or Stage II approvals), including Compensatory Afforestation (CA) planning and NPV calculations, particularly for linear and/or localised infrastructure projects.</p>	
2	Technical Capacity / Assignments	<p>i. Applicant shall have completed minimum 2 FDP assignments of less than equal to 40 Hectares along with relevant surveys in the past 5 years of similar nature.</p> <p>Note: Similar nature assignments mean the assignment related to providing advisory/consulting services in respect of: “Assignments related to preparation and submission of Forest Diversion and Wildlife clearance Proposal (FDPs) and securing approvals under Forest (Conservation) Act, 1980 (Stage I and/or Stage II approvals), including Compensatory Afforestation (CA) planning and NPV calculations, particularly for linear and/or localized infrastructure projects.</p> <p>i. Applicant must have prior experience of working with MOEF&CC and/or Central PSU on forest/environment clearance</p> <p>ii. Applicant must have experience in working on at least one proposal in Uttarakhand or Indian Himalayan states.</p>	<p>Work orders and assignment completion certificate (to be certified by CA)</p>
3	Team Composition	<p>Applicant must have a minimum of the following employees including:</p> <ul style="list-style-type: none"> • 1 Forestry/Environment Post Graduate with 12+ years of relevant experience • 1 GIS and Survey Expert Post Graduate with 7+ years of relevant experience • 1 Legal/Regulatory Specialist Post Graduate in Environmental Law with 7+ years of relevant experience • 1 Forest Ecology / Biodiversity Expert Postgraduate in Ecology/Forestry/Wildlife Sciences with 5+ years of relevant experience <p>Note:</p> <p>i. The Project Owner/Director/Team Leader appointed by the applicant must be on the company’s payroll and associated with the specific project from start to end.</p> <p>ii. All above specified employees (other than Project Owner/Director/Team Leader), either on the applicant’s payroll/contracted should be associated with the specific project from start to end. Also, at the time of RFP/ Financial Quote submission to the Board, the above-mentioned employees (other than Project) should be on the company’s payroll/ contracted and associated with the specific project from start to end.</p>	<p>Self-declaration countersigned by CA</p>

Note: “Similar nature” assignments mean the assignment related to providing advisory/consulting services in respect of: “Assignments related to preparation and submission of Forest Diversion and Wildlife clearance Proposal (FDPs) and securing approvals under Forest (Conservation) Act, 1980 (Stage I and/or Stage II approvals), including Compensatory Afforestation (CA) planning and NPV calculations, particularly for linear and/or localized infrastructure projects.

B. Category II: Forest Land above 40 Hectares

S. No.	Requirement	Eligibility Criteria	Supporting Documents
1	Financial Capacity	Applicant shall have received an average professional fee of Rs.15,00,000/- (Rupees Fifteen Lakhs Only) per annum from work of similar nature of consultancy services during last 3 (three) financial years (FY 22-23, FY 23-24, FY 24-25) preceding the last date for submission of proposal	Self-declaration countersigned by CA confirming the professional fees pertains exclusively to consulting services rendered by the firm
		Applicant shall have minimum average annual turnover of at least INR 75 (Seventy-Five) Lakhs during last 3 (Three) financial years (FY 22-23, FY 23-24, FY 24-25)	Audited annual statements and CA Certificate
2	Technical Capacity / Assignments	<p>i. Applicant shall have completed minimum 2 FDP assignment of more than 40 Hectares along with relevant surveys in the past 5 years of similar nature.</p> <p>Note: Similar nature assignments mean the assignment related to providing advisory/consulting services in respect of: “Assignments related to preparation and submission of Forest Diversion and Wildlife clearance Proposal (FDPs) and securing approvals under Forest (Conservation) Act, 1980 (Stage I and/or Stage II approvals), including Compensatory Afforestation (CA) planning and NPV calculations, particularly for linear and/or localized infrastructure projects.</p> <p>i. Applicant must have prior experience of working with MOEF&CC or a Central PSU on forest/environment clearance</p> <p>ii. Applicant must have experience in working on at least one proposal in Uttarakhand or Indian Himalayan states</p>	Work orders and assignment completion certificate (to be certified by CA)
3	Team Composition	<p>Applicant must have a minimum of the following employees including:</p> <ul style="list-style-type: none"> • 1 Forestry/Environment Post Graduate with 12+ years of relevant experience • 1 GIS and Survey Expert Post Graduate with 7+ years of relevant experience • 1 Legal/Regulatory Specialist Post Graduate with 7+ years of relevant experience • 1 Forest Ecology / Biodiversity Expert Postgraduate in Ecology/Forestry/Wildlife Sciences with 5+ years of relevant experience • 1 Geologist Post Graduate in Geology with 5+ years of relevant experience <p>Note:</p> <p>i. The Project Owner/Director/Team Leader appointed by the applicant must be on the company’s payroll and associated with the specific project from start to end.</p> <p>ii. All above specified employees (other than Project Owner/Director/Team Leader), either on the applicant’s payroll/contracted should be associated with the specific project from start to end. Also, at the time of RFP/Financial Quote submission to the Board, the above-mentioned employees (other than Project) should be on the company’s payroll/contracted and associated with the specific project from start to end.</p>	Self-declaration countersigned by CA

Note: *“Similar nature” assignments mean the assignment related to providing advisory/consulting services in respect of: “Assignments related to preparation and submission of Forest Diversion and Wildlife clearance Proposal (FDPs) and securing approvals under Forest (Conservation) Act, 1980 (Stage I and/or Stage II approvals), including Compensatory Afforestation (CA) planning and NPV calculations, particularly for linear and/or localized infrastructure projects.*

9.2. Eligibility Check and Evaluation

- 9.2.1. Scrutiny of eligibility criteria will be done by the Board to determine whether the documents have been properly signed, eligibility criteria fulfilled, all relevant papers submitted and whether the proposals are generally in order.
- 9.2.2. The empanelment will be done as per the General and Specific Eligibility criteria. However, the Board has the jurisdiction to relax certain eligibility criteria to ensure adequate competition.
- 9.2.3. The Board may seek additional information from the Applicant, if needed.
- 9.2.4. Proposals not conforming to requirements will be rejected.
- 9.2.5. The empanelment of firms will be based on the evaluation of the proposals by the Board appointed Evaluation Committee.

9.3. Empanelment and Allocation of Work

- 9.3.1. The firms (depending on the Board’s jurisdiction and participation) fulfilling the general and specific eligibility criteria shall be empaneled under each of the Categories I and II.
- 9.3.2. Applicants shortlisted for empanelment will be notified via email.
- 9.3.3. Board may issue Request for Proposal (RFP) documents to the empaneled entities for specific assignments or directly ask for financial bids from the empaneled entities for specific assignments. UIIDB shall award the work to any empaneled entity, based on the terms of such RFPs.
- 9.3.4. Empaneled entities that do not submit their proposal against an RFP may have to inform the Board in writing in advance, citing logical reasons for the same.
- 9.3.5. In case an empaneled entity does not participate in three RFPs released by UIIDB in a given financial year, its name may be struck off the empanelment list.
- 9.3.6. In case of allocation of work to empaneled consortium, the Board shall correspond with the lead member of the consortium for all assignments and related matters.
- 9.3.7. Mere empanelment shall not constitute a guarantee for allocation of work.
- 9.3.8. The Board reserves the right to go for open tenders beyond the empaneled list, if deemed necessary.

10. FORMAT / FORMS FOR PROPOSAL

Form 1: Letter of Proposal Submission

(On firm's letter head)

[Location, Date] Shri

Dehradun Tele:

Subject *"Empanelment of Consultants for Forest Diversion and Wildlife clearance Proposals under UIIDB in Uttarakhand"*

Dear Sir,

We are hereby submitting our Proposal for the above-mentioned Empanelment. We are submitting the Proposals for empanelment under the following categories:

- Forest Diversion and Wildlife clearance – Category

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. We further undertake that we (including any members of our consortium) have not been barred by the Central Government, any State Government, a statutory Board or a public sector undertaking, as the case may be, from participating in any project as on the Proposal Due Date.

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

Yours sincerely,

Authorized Signatory [In full and initials]:

Name and Title of Signatory:

Name of Firm & Full Address

Form 2: PoA in Favour of Authorized Signatory (Separately for Lead member & other members in case of Consortium)

(On stamp paper of appropriate value; notarized)

Know all men by these presents, we/ I (name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms..... (name and residential address) 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 Proposal for “**Empanelment of Consultants for Forest Diversion and Wildlife clearance Proposals under UIIDB in Uttarakhand**”, including signing and submission of all documents and providing information / responses to the Board, representing us in all matters before the Board and generally dealing with the Board in all matters in connection with our Proposal for the said Project.

We hereby agree to ratify 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 always be deemed to have been done by us.

For.....

Accepted

.....(Signature)

(Name, Title and address) of the Attorney

Note:

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.

Form 3: PoA by the Members of the Consortium in favour of Lead Member

(On stamp paper of appropriate value; notarized, to be provided by non-lead member in favour of lead member)

Whereas the Uttarakhand Investment and Infrastructure Development Board (“the Board”) has invited proposals from interested parties for the *Empanelment of Consultants for Forest Diversion and Wildlife clearance Proposals under UIIDB in Uttarakhand*.

Whereas, and.....(collectively the “Consortium”) being Members of the Consortium are interested in being empaneled in accordance with the terms and conditions of the RFE document, and Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and Board to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s proposal for the empanelment and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We,having our registered office at, M/s.....having our registered office at, M/s.having our registered office at, and having our registered office at....., (hereinafter collectively referred to as the “Principals”) do hereby irrevocably designate, nominate, constitute, appoint and authorize having its registered office at, being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”). We hereby irrevocably authorize the Attorney to conduct all business for and on behalf of the Consortium and any one of us during the empanelment process and, in the event the Consortium is awarded the any project pursuant to the empanelment, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the qualification of the Consortium and submission of its proposal for the Project, including but not limited to signing and submission of all applications, bids and other documents and writings, accept the Letter of Award, participate in bidders’ and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its dealings with the Board, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid for the project pursuant to the empanelment AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF.....2.....

Witnesses 1:

For

(Signature)
(Name & Title)

Witnesses 2:

For

(Signature)
(Name & Title)

Form 4: Organization Profile (separately for lead member & other members in case of Consortium)

1. Details of Applicant
 - a. Name:
 - b. Legal Status:
 - c. Country of incorporation:
 - d. Address of the corporate headquarters (if any) in India:
 - e. Year of Incorporation:

2. Details of individual(s) who shall serve as the point of contact / communication for the Board within the Company:
 - a. Name:
 - b. Designation:
 - c. Company:
 - d. Address:
 - e. Telephone Number and Fax Number:
 - f. E-Mail Address:

3. Details of Business Operations
(Describe size of business, revenue, activities performed, duration of involvement, number of permanent (on-roll) employees, etc.)

Please enclose:

- Constitutional documents of the Applicant – Certificate of Incorporation, GST and PAN certificate, as applicable
- Company profile / brochure as applicable
- **Proof of payment of tender document fee**

Form 5: Financial Capacity Format

(To be CA certified / statutory auditor certified) Name of the Applicant:

S. No	Head	Single Entity / Lead Member	Non-lead member	Total Turnover of the Applicant (additive)
1.	Financial Year FY 24-25			
2.	Financial Year FY 23-24			
3.	Financial Year FY 22-23			
Average				
Average (in words)				

S. No	Head	Single Entity / Lead Member	Non-lead member	Total Professional Fees of the Applicant (additive)
1.	Financial Year FY 24-25			
2.	Financial Year FY 23-24			
3.	Financial Year FY 22-23			
Average				
Average (in words)				

Certified by Chartered Accountant/ Statutory Auditor

We, in our capacity as the Chartered Accountant/ Statutory Auditor for (name of Applicant) certify that above details are correct.

Seal and stamp of CA / Auditor

Note:

- The Applicant is not required to submit audited financial statement for evaluation of the Financial Capacity
- However, the Board reserves the right to ask the Applicant to submit Financial Statement – duly signed and stamped by the Authorized Signatory
- The form shall also be submitted separately for the Consortium Members, with certification by the respective statutory auditor / CA of each of the Consortium Members. In such case, the Applicant must also submit a summary sheet, with aggregate average turnover and net worth of all Consortium Members, signed and verified by the Lead member.

Form 6: Technical Capacity Format

(Firm to add summary table which shall be CA certified / statutory auditor certified)

Project wise details

1	Assignment / job name
	Industry / Sector
	Entity Claiming experience (name):
	Project type –
	Cost of Project (INR Crores):
	Area of the Project (acres):
1.1	Description of Project
1.2	Approx. value of the contract (in Rupees):
1.3	Location:
1.4	Duration of Assignment/job (months)
1.5	Name of department / Client:
1.6	Address:
1.7	Approx. value of the Assignment/job provided by your firm under the contract (in Rupees):
1.8	Start date (month/year):
1.9	Completion date (month/year):
1.10	Date of Stage 1 clearance with Work Order and Completion certificate:
1.11	Date of Stage 2 clearance with Work Order and Completion certificate:
1.12	Name of associated Applicant/ JV partner, etc., if any:
1.13	Description of actual Assignment/job provided by your staff within the Assignment / job:
1.14	Any certifications for the organization:

Form 7: Declaration

(On firm's letter head, separately for each consortium members)

Date:

Place:

Dear Sir, Madam

We hereby declare that our firm, is not and shall not indulge in any such activities which can be termed as the conflicting activities. We also acknowledge that in case of misrepresentation of the information, our proposals / contract shall be rejected / terminated by the Board which shall be binding on us. The determination of what construes conflicting activities, if any, shall be the prerogative of the Board.

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm: Address:

Form 8: Consortium Agreement

(On stamp paper of appropriate value; notarized)

CONSORTIUM AGREEMENT

This Consortium Agreement is executed on this..... day of between M/s a company incorporated under laws of and having its registered / principal office at (hereinafter called the 'Lead Member' which expression shall include its successors,..... executors and permitted assigns) and M/s....., a company incorporated under the laws ofand having its registered/ principal office at..... (hereinafter called the 'Second Member' which expression shall include its successors, executors and permitted assigns) The two consortium members are collectively referred to as "Consortium Members". WHEREAS, the Board invited empanelment application vide its document no.

AND WHEREAS the empanelment application is being submitted to the Board vide proposal dated.....based on the Consortium Agreement by these parties in accordance with the requirement of empanelment document

In consideration of the above premises and agreements all the Consortium Members to this consortium do hereby agree as follows:

1. We the partners in the consortium hereby confirm that the name and style of the consortium shall beConsortium.
2. In consideration of the empanelment proposal submission by us to the Board, we the partners to the Consortium, hereby agree that the Lead Member (M/s) shall act as the lead partner for self, and for and on behalf of Second Member and further declare and confirm that we shall jointly and severally be bound unto the Board for the execution of the contract in accordance with the contract terms and shall jointly and severally be liable to the Board to perform all contractual obligations including technical guarantees. Further, the Lead Member is authorized to incur liabilities and receive instructions for and on behalf of any or all partners of the Consortium.
3. The roles and responsibilities of each consortium partner is as given below;

Consortium Member	% share in consortium	Role of Member
Lead member – Name		
Non-Lead member – Name		

4. In case of any breach of the said contract by any of the partners of the Consortium, we hereby agree to be fully responsible for the successful execution/ performance of the contract in accordance with the terms of the contract.
5. It is expressly understood and agreed between the partners to this agreement that the responsibilities and obligations of each of the partners shall be as detailed in this empanelment document. It is further agreed by the partners that the above sharing of responsibilities and obligations shall not in any way be a limitation of the joint and several responsibilities of the partners under the contract.
6. This Consortium Agreement shall be governed, construed, and interpreted in accordance with the Laws of India. Courts of Uttarakhand shall have exclusive jurisdiction in all matters arising there under.
7. It is further agreed that this Consortium Agreement shall be irrevocable and shall form an integral part of the Contract and shall continue to be enforceable till the Board discharges the same. It shall be effective on the date first above mentioned for all purposes and intents.

IN WITNESS WHEREOF, the partners to this Consortium agreement have, through their respective authorized representatives, have executed and delivered this Consortium Agreement on the day first above mentioned.

For M/s (Lead Member)
Signature of authorized representative Name Designation

For M/s..... (Second Member)
Signature of authorized representative Name Designation

Witness 1:

Witness 2: