

Haryana Forest Development Corporation

(A government of Haryana undertaking)



Expression of Interest

EOI No.: MD/HFDC/PKL/01/2021-22

EOIID:-

**Expression of Interest for Development of Nurseries
under PPP/Joint venture basis**

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PressNote

Inviting Expression of Interest

Expression of Interest No.MD/HFDC/PKL/01/2021-22

Expression of Interest ID:-

Expression of Interest for Development of Nurseries under PPP/Joint venture basis

Expression of Interest(s) (EOI) for Development of Nurseries in partnership with HFDC for supporting Urban Greening Services under PPP/Joint venture basis are invited from interested bidders individually/ Joint Ventures/ Companies/ Company Proprietorship Registered Societies for proposed Nursery Sites located at Gurugram, Delhi and Panchkula on land to be made available by HFDC by 05th January, 2022, 18.00 hrs. The details are available at www.hfdc.gov.in and <https://etenders.hry.nic.in>.

MD, HFDC, Panchkula invites Expression of Interest under the online Two Bid System from the eligible bidders/contractors/ agencies/firms/ Societies through website <https://etenders.hry.nic.in> for the work mention in the table given below:

Name of Works	Cost of documents (in Rs.)	Period	Start date & Time	Expiry Date & Time
Expression of Interest for Development of Nurseries under PPP/Joint venture basis	Doc. Fee. =1180 .00 E-service fee=1180.00 (Incl. GST)	05.01.2022 to 24.01.2022	05.01.2022 6.00 PM	24.01.2022 5.00 PM

The Expression of Interest e-service charges of Rs. 2360/- (Rs. 1180/- cost of EOIdocument + Rs. 1180/- e-service charges) to be paid online through e-procurement portal <https://etenders.hry.nic.in> & the EOI documents are available on the website <https://etenders.hry.nic.in> and www.hfdc.gov.in from 05.01.2022. The Last date for submission of EOI is 24.01.2022 (till 05:00PM). The EOI will be opened on 25.01.2022 (10:00AM onwards). If the EOI are cancelled or recalled on any grounds, the EOI document fee & e-service fee will not be refunded. **The undersigned can reject any/ all Expression of Interest(s) without assigning any reason thereof.**

1. Background about HFDC

The Haryana Forest Development Corporation Limited was incorporated on 7th December, 1989 under the Companies Act, 1956, as a wholly owned Government Company with the main purpose of assuring reasonable prices to the farmers for their standing trees and other forest produce and also to ensure the welfare of farming community and development of forest based industries.

The main objectives of the Company as per Memorandum and Articles of Association are as under:

1. To assure reasonable prices to the farmers for their standing trees and other forest produce.
2. To generate employment opportunities in rural areas.
3. To increase financial status of farming and labour community.
4. To promote development of forest based and allied industries.
5. To stabilize Timber and Fuelwood prices in open market.
6. To protect the forest producer from exploitation of the middlemen and safeguard the interest of the consumers by undertaking proper and scientific exploitation of the forest resources of the State and if necessary outside it, in order to obtain maximum financial return thereof.
7. To transfer related technology to farmers.
8. Tree felling and wood extraction from Government forests earmarked to the Haryana Forest Development Corporation Limited, development of forests and raising plantations.

More information about HFDC is available at <http://www.hfdc.gov.in>.

2. Project Description and scope of services

HFDC intends to undertake activities pertaining to support to urban greening or green dump in Urban cities play a vital role in combating air pollution as well as improving environmental health. HFDC is planning to setup Nurseries, for supporting greening initiatives in urban cities, through PPP/Joint venture mode at Gurugram, Delhi and Panchkula in an area of approx. 02 acres to 5 acres, on land to be made available by HFDC. HFDC intends to develop nurseries at the three locations under PPP on revenue sharing basis for the following purposes:

- (i) Production and Marketing of plants in demand and for consumption in the urban areas for avenue, aesthetic, garden and home use.
- (ii) Production and Marketing of organic manure and bio fertilizers for consumption primarily in the urban areas.
- (iii) Making planters, marketing and other support services including landscaping for urban greening.

The HFDC hereby invites applicants to show their interest in delivering the services described above.

Interest applicants are advised to visit the site of the nurseries and make themselves acquainted with the on ground situation. For details to contact officials are:

1. Sh. M.S. Malik, IFS, Chief General Manager, Gurugram & Sh. Pardeep Gulia, HFS, General Manager, Gurugram (For Gurugram & Delhi).
Contact No. **0124-2305348**, Email: rmhfdc_ggn@yahoo.co.in
2. Sh. Virender Gill, HFS, General Manager for Distt. Panchkula
Contact No. **0171-2551567**, E-mail: gmhfdc.ambala@gmail.com (GM Ambala)
3. Ms. Sukhpal Kaur, GM (HQ), Panchkula.
Contact No. **0172-2564463**, Email: mdhfdel@gmail.com (GM HQ)

Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the Expression of Interest documents, wherever relevant and applicable.

(i) **Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the Expression of Interest process online are required to get registered on the centralized e-Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

(ii) **Obtaining a Digital Certificate:**

The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

Bid for a particular Expression of Interest must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular Expression of Interest, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).

In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney/lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department Expression of Interest as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

In case of any change in the authorization, it shall be the responsibility of management/ partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person/user on behalf of the firm/company. The procedure for application of a digital certificate however will remain the same for the new user.

The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

(iii) Pre-requisites for online bidding:

In order to operate on the electronic Expression of Interest management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Single e-Procurement Help- Desk or downloaded from the home page of the website - <https://etenders.hry.nic.in> the link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

(iv) Online Viewing of Detailed Expression of Interest:

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the Expression of Interest floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

(v) Download of Expression of Interest Documents:

The EOIdocuments can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Expression of Interest. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Expression of Interest.

Guidelines for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the Expression of Interest he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for Expression of Interest document.

A. Net Banking

8. RTGS/NEFT

Operative Procedures for Bidder Payments

A) Net Banking

The procedure for paying through Net Banking will be as follows. Net Banking gateway which is confirmed back to e-Procurement portal.

- (i) The page is automatically routed back to e-Procurement portal
- (ii) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) RTGS/NEFT

The bidder shall have the option to make the payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- I. Bidder shall log into the client e-procurement portal using user id and password as pre-existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code fore-tendering)
 - Beneficiary IF SC Code:
 - Amount :
 - Beneficiary bank branch :
 - Beneficiary name :
 - The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
 - Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.
- (vi) Online Payment of Expression of Interest Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/Technical & Commercial/Price Bid):
- (vii) Online Payment of Expression of Interest Document Fee + e-Service fee:
- (viii) The online payment for Expression of Interest document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Expression of Interest Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts, directly through RTGS/NEFT and OTC. The secure electronic payments gateway is an online interface between contractors and Debit card/online payment authorization networks. the Payment for EMD shall be made online through Internet Banking Accounts also.
- (ix) Preparation & Submission Of Online Applications/Bids:
- (x) Detailed Expression of Interest documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and Expression of Interest mandatorily be submitted online.
- (xi) Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in PDF format such that file size is not exceed more than 10 MB) and uploaded during the on- line submission of PQQ or Technical Envelope.

3. Eligibility Criteria

The interested bidders should fulfil the following criteria for qualification for submission of detailed proposal.

- (i) This Request for Expressions of Interest is open to Companies/ Partnerships registered in India and operating for at least last 5 years. Documents related to company/ organisation's registration, PAN, GST should be submitted.
- (ii) The company should have a turnover of at least Rs. 15 lakhs in each of the last three financial years i.e. 2018-19, 2019-20, 2020-21. Income statement certified by auditor should be provided for each of the three years.
- (iii) The bidder should have positive net worth in the last 3 years of operation. Auditor certified balance sheet for the last three years should be provided.
- (iv) The bidder should be in the business of nursery development, plantation development/ sale of agriculture/ horticulture or nursery plants which should be demonstrated through details of existing business, period of operation, area under development, location etc.
- (v) Significant part of the revenue of the company should be contributed from the business mentions in Para 2 above. A certificate from auditor should be provided.
- (vi) Income tax statement for the last 5 years I.e. FY 2015-16, 2016-17, 2017-18, 2018-19 and 2019-20 should be provided.
- (vii) The bidder should provide details of employees on roles with details of key personnel having qualification and experience relevant to the nature of services required for this work.
- (viii) The bidder should not have been blacklisted by any Central/ State Government or any agency funded by the Central State government. An undertaking of the same should be provided under the signature of the Director of the company.
- (ix) Details of any trade dispute of the company/ partners/ owners related to the business of the company should be declared by the bidder.

The RFP would be issued to only those bidders qualifying at the EOI stage of the bidding process.

4. Date of submission

Detailed Expression of Interest documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and EOImandatorily be submitted online.

The required documents (refer to DNIT) shall be prepared and scanned in PDF format such that file size is not exceed more than 10 MB) and uploaded during the on- line submission of EOI or Technical Envelope.

Forms and Annexures

- | | |
|----------|---|
| Form-1: | Covering letter |
| Form-2: | Company information and details of the registration of the bidder |
| Form-3: | Details on services carried out by the bidder |
| Form-4: | Details of manpower/ employees of the bidder |
| Form-5: | Income statement of the bidder |
| Form-6: | Balance Sheet of the bidder |
| Form-7: | Income tax statement of the bidder |
| Form-8: | Undertaking on revenue from services relevant to the scope of the EOI |
| Form-9: | Undertaking of Blacklisting |
| Form-10: | Declaration of trade disputes |

Form-1: Covering letter

To

XXXX,

Haryana Forest Development Corporation

[Address]

Dear Sir,

We, the undersigned, offer our interest for **“Development of Nurseries under PPP basis for Haryana Forest Development Corporation** in accordance with EOI No xxx dated XXX. We are hereby submitting our Proposal for the same.

We hereby declare that:

- a. All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Client and/or may be sanctioned by the client.
- b. We have no conflict of interest in carrying out the services mentioned in the EOI.
- c. We meet the eligibility requirements as stated in the EOI.

We understand that the Client is not bound to accept any Proposal that the Client receives.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}:

Address

Form-2: Company information and details of the registration of the bidder

Details of the Organization		
1.	Name	
2.	Nature of the legal status in India	
3.	Nature of business in India	
4.	Date of Incorporation*	
5.	Date of Commencement of Business	
6.	Address of the Headquarters	
7.	Address of the Registered Office in India	
8.	Name and mobile number of the Contact Person	

[Briefly describe the background and organization of your company firm/]

Form-3: Details on services carried out by the bidder

[Briefly describe the services offered / business carried out by your company firm/]

Form-4: Details of manpower/ employees of the bidder

Name of Staff & Firm associated with	Area of Expertise Relevant to the Assignment	Designation for this Assignment	Assigned Tasks	Location

Total number of permanent staff:

Total number of Temporary staff:

Form-5: Income statement of the bidder

Form-6: Balance Sheet of the bidder

Form-7: Income tax statement of the bidder

Form-8: Undertaking on revenue from services relevant to the scope of the EOI

This is to certify that the total turnover for the activities related to this assignment i.e. (describe the activities) is as follows:

Financial year	Amount of total turnover (Rs. Lakh)	Turnover from the activities related to this assignment (Rs. Lakh)
2017-18		
2018-19		
2019-20		

Signed by Auditor

Form-9: Undertaking of Blacklisting

This is to certify that our company/ firm (name) has not been blacklisted by any Central/ State Government or any agency funded by the Central /State government during any time in the past.

I understand that if the above information is found false, then the award/ contract awarded to us will ab initio stand cancelled and legal action may be initiated against us.

Signed by the Director of the Company/ Firm under his seal

Form-10: Declaration of trade disputes

1. This is to certify that our company/ firm (name) does not any outstanding legal/ trade dispute with any private person, legal person, company/ entity or any government body on matters related to the business of the company/ firm pending in any court of law.

Or

2. This is to certify that our company/ firm (name) has outstanding legal/ trade dispute with any private person, legal person, company/ entity or any government body on matters related to the business of the company/ firm pending in any court of law details of which are as follows:

Name of the disputing part	Brief details of the dispute	Amount involved in Rs.	Pending in court/ tribunal	Case no.

Signed by the Director of the Company/ Firm under his seal