



Government of Jammu & Kashmir
Department of Ecology, Environment & Remote Sensing

ENIT No.: 2022_FD_184928_1
REQUEST FOR PROPOSAL

for

Preparation of Revision Document of J&K Action Plan for Climate Change

For and on behalf of the Lt. Governor of Jammu & Kashmir, the Department of Ecology, Environment and Remote Sensing (DoEERS) of the Union Territory (UT) of Jammu and Kashmir (J&K), is inviting the services of a reputed technical organization for the revision of the UT Action Plan on Climate Change (SAPCC) of the Union Territory of Jammu and Kashmir.

The interested organizations may submit the Request for Proposal (RFP) by providing required information as given in the RFP document. The RFP document containing full details of the assignment and technical requirements, along with terms and conditions can be downloaded from the official website of the Department of Ecology, Environment & Remote Sensing, J&K Government (<http://www.jkdears.com>) or the e-tendering portal at <http://www.jktenders.gov.in>. The tenders shall be submitted online on J&K e-Procurement portal www.jktenders.gov.in up to the closing date and time as indicated in the tender document.

The important details pertaining to the submission of the RFP are as under:

S. No.	Particular	Detail
1	Title of the work	Preparation of Revision Document of J&K Action Plan for Climate Change
2	Estimated cost (INR)	Approx. 20.00 lacs
3	Publishing Date	22.08.2022 at 1500 Hrs
4	Document Download start date	22.08.2022 from 1730 Hrs
5	Last date to receive requests for clarification of RFP (The bidder may email such requests at mail id: dirjkers@gmail.com)	25.08.2022 upto 1300 Hrs
6	Bid submission start date	26.08.2022 from 1800 Hrs.
7	Bid submission end date	05.09.2022 at 1800 Hrs
8	Bid opening and evaluation date	07.09.2022 at 1100 Hrs
9	Declaration of successful bidder	To be notified latter
10	Eligibility of tenderer	Please refer the tender document.
11	Tender language	English
12	Tender cost	Nil
13	Project period/Period of completion of work	8 months from the date of issuance of work order.
17	Position of funds	Sanctioned
14	Tender Rejection criteria	a) If financial details are provided in technical bid. b) If the tenderer does not fulfill the eligibility criteria underlined in the RFP c) If the tenderer fails to submit copy of PAN card/GST registration certificate as applicable. d) Conditional bids are liable to be rejected. e) If the information provided by the bidder is found to be incorrect/misleading at any stage/time during the tendering process. f) Any effort on the part of the bidder to influence the bid evaluation.

		g) Bids without signature of the authorized person h) Incomplete bids
15	Currency	INR
16	Type of Bid / Offer	Lump sum offer including all taxes and services
17	Security Deposit	Successful Bidder/Organization has to execute a Performance Guarantee bond of 3% of value of the contract to be deposited along with the signing of contract.
18	Contact Person of the Tender Inviting Authority	Dr. Majid Farooq, Jr. Scientist (HQ) Mobile No. 9419551345, email:majid.farooq@jk.gov.in

The DoEERS reserves the right to reject any or all the RFPs without assigning any reasons thereof.

Place: Srinagar
Dated:22-08-2022


 Staff Officer to Director,
 Ecology, Environment & Remote Sensing
 J&K, Govt.
 Jammu/Srinagar

Copy to:

1. The Joint Director, Information Department, J&K Jammu/Srinagar for information and with request to kindly publish the brief tender notice in at least three national dailies from New Delhi, Calcutta and Bangalore.
2. The Junior Scientist (HQ) to upload the tender at <http://www.jktenders.gov.in> and on the departmental website.
3. Accounts Officer, Department of Ecology, Environment & Remote Sensing, J&K Govt., Jammu.
4. Office file.



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Place: Srinagar
Dated:22-08-2022


Staff Officer to Director,
Ecology, Environment & Remote Sensing
J&K, Govt.
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REQUEST FOR PROPOSALS

FOR

Preparation of Revision Document of J&K Action Plan for Climate Change

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1.0 BACKGROUND

The UT of Jammu and Kashmir (J&K) has formulated its first State Action Plan on Climate Change (SAPCC) in 2015. Since then the J&K administration has been implementing various sectoral projects. It has also successfully mobilized climate finance for an adaptation project under the National Adaptation Fund for Climate Change (NAFCC).

Since the formulation of J&Ks first SAPCC, there have been notable changes in the state administration. The state of J&K has been bifurcated into the Union Territories (UTs) of J&K and Ladakh on 31st October, 2019 and a new administrative structure was placed under the Jammu and Kashmir Reorganization Act. At the same time, while the scientific knowledge on impacts and vulnerability has improved, the Government of India has revised its global commitments towards addressing the challenge of climate change. In the light of these changes, and the need to revisit and reprioritize the adaptation and mitigation options, the Administration of J&K is seeking to revise its J&KAPCC.

2.0 OBJECTIVE OF THE ASSIGNMENT

The objective of the assignment is to support the Department of Ecology Environment and Remote Sensing (DoEERS), Government of J&K to revise the J&KAPCC so as to make it more responsive to the development and climate resilience goals of the Union Territory of Jammu and Kashmir (J&K). The revision of the J&KAPCC, while complementing the evolving contexts of climate science, National and State Government's policies and priorities, should be developed in accordance with the guidelines/framework provided by the Ministry of Environment Forests and Climate Change (MoEFCC), Government of India (GOI). Further, the revised J&KAPCC, while effectively integrating climate change into the development planning of the the UT, must align with India's commitments, namely the implementation of the Nationally Determined Contributions (NDCs), Sustainable Development Goals (SDG's) and eight national missions. The J&KAPCC should be in tandem with the format as prescribed by the Ministry of Environment Forests and Climate Change, GoI, New Delhi

3.0 SCOPE OF WORK

The J&KAPCC is a state-owned document that will be revised by the J&K administration with the support of the technical organization. While the J&K administration, through the DoEERS, will lead and organize the review and revision of the erstwhile SAPCC, the technical organization will support this process by undertaking the following key tasks:

- i. Review the status of implementation of the existing J&K SAPCC as per UT of J&Ks and India's climate change objectives and NDC requirements.
- ii. Update the existing district/block-level climate vulnerability and risk assessment for the UT.
- iii. Prepare the baseline emissions inventory for J&K.
- iv. Review the existing sectoral policies and programmatic framework at the UT and National level, list out the developmental activities in each sector.

- v. Outline the existing and emerging gaps, challenges and opportunities for climate change adaptation and mitigation action.
- vi. Prepare the broad climate vision for the UT of J&K and outline the framework/orientation for the climate responsive adaptation and mitigation strategy based on UTs development goals and priorities; impacts on resilience; and GHG emissions. The suggested framework must also include a section on urban resilience.
- vii. Identify sectoral priorities and actions in line with the NDCs and the various National missions and UT level programmes/schemes.
- viii. Develop a detailed funding and implementation strategy for each sector.
- ix. Identify process and outcome indicators for the prioritized activities and developing of monitoring framework along with monitoring schedule.
- x. Describe the current institutional framework and develop the new institutional framework to give effect to the J&KAPCC with detailed roles and responsibilities for the implementation of each of the identified actions.
- xi. Organize stakeholder consultations and ensure the results of the vulnerability and risk assessment, definition of climate change vision, identification of priority sectors and proposed climate actions are validated by the relevant stakeholders.

Parallel to the process of engaging with relevant authorities, the organization will also seek inputs from other expert institutions and assist the J&K administration in seeking other specialized knowledge partners to be engaged from time to time to support specific actions/studies required for the revision of the J&KAPCC.

4.0 OUTPUT

The key output of the assignment will be a UT Action Plan on Climate Change highlighting:

- i. The J&KAPCC shall be a policy document of the UTs outlining the major initiatives and strategies reflecting the commitments and proposed actions in the state to tackle the vulnerabilities and impacts of climate change across the socio-economic sectors. It shall also reflect the policy directions and strategies of the state for climate actions.
- ii. The J&KAPCC shall envisage an inclusive, sustainable and climate resilient low carbon development pathways with a focus on climate change adaptation and mitigation within the key sectors in the UTs and shall protect the poor and vulnerable sections of society from adverse effects of climate change.
- iii. The J&KAPCC shall consider recent scientific assessments and projections on global warming; risk, vulnerability; and impacts.
- iv. The J&KAPCC shall synergise with the goals of NDCs under the Paris Agreement, though the targets under NDCs are national targets. It shall also contribute towards achieving other development goals including Sustainable Development Goals (SDGs).
- v. The J&KAPCC shall also complement prevalent national development and policy initiatives inter alia National Forest Policy, Biodiversity Goals, National E-Mobility Programme, Swachh Bharat Mission to reap greater developmental co-benefits.

- vi. The J&KAPCC shall highlight the links with national missions related to climate change. It should bring out climate actions of the state government from their own sources, over and above the Government of India schemes.
- vii. The J&KAPCC shall also be built on the evolving socio-economic development context and priorities of the state and shall also integrate and mainstream climate change concerns in the different sectors and policies/ programmes of the UT in alignment and consistent with the existing schemes and programs within the UT.

5.0 PROJECT TIME/TERMINATION/PENALTY/LIABILITY CLAUSE

- i. The duration of the assignment is scheduled to be completed by ending January 2023 strictly. In case the delay beyond the stipulated time frame, is solely on account of any fault on the part of agency, the project shall be completed by the agency without any extra cost or fee. In addition, the agency is liable to compensate for any delay on their part amounting to 1% of total contract amount for delay of per week or part thereof. Department of Ecology, Environment & Remote Sensing J&K shall have a right to prematurely close this project without assigning any reason.
- ii. The contract may be extended by the assigning party upon the request of the assignee, however, same shall be the sole discretion of Department of Ecology, Environment & Remote Sensing J&K.
- iii. Department of Ecology, Environment & Remote Sensing J&K may at any time terminate the contract by giving written notice to the Agency without any compensation to the Agency if the Agency becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to Department of Ecology, Environment & Remote Sensing J&K.

6.0 PROGRESS OF THE PROJECT

Progress of the project may be intimated in writing to Department of Ecology, Environment & Remote Sensing J&K on monthly basis through Power Point Presentations at the Departments office complex at Jammu/Srinagar.

7.0 CONFIDENTIALITY

- i. Neither party will disclose to any third party without the prior written consent of the other party any confidential information which is received from the other party for the purposes of providing or receiving services.
- ii. Without prejudice to the foregoing provision of this clause above Agency may cite the performance of the services to the clients and prospective clients as an indication of its experience.
- iii. The Agency shall not, without Department of Ecology, Environment & Remote Sensing J&K prior written consent, disclose the commercial terms of this work order to anyone.

8.0 METHOD OF EVALUATION OF BIDS

Pre-Bid Conference shall be held on 25-08-2022 at 1400 Hrs in online mode. The intending bidders may send their requests and clarifications to dirjkers@gmail.com and meeting link shall be shared accordingly.

A. Pre-Qualification Criteria (Form Folder 1)

The Pre-qualification criteria are as follows:

- i. A minimum of 5 years of experience and technical expertise in the field of climate change adaptation and mitigation, development planning and policy formulation, and experience in liaising with different government and non-government stakeholders in India.
- ii. The organization shall have at least 1 successfully completed assignments for the preparation /revision of the SAPCCs
- iii. The organization must not have been declared ineligible/banned/blacklisted by any State or Central Government/ any other Government Institution in India for any reason (as on last date of submission of RFP) or convicted for economic offences in India for any reason (as on last date of RFP submission). A self-declaration in this regard must be submitted.
- iv. The organisation must have implemented two similar consultancy contracts of minimum value of INR 20 lakhs each in the last 5 years. The organization shall submit copy of evidence in support of this.
 - i. The annual average turnover of the organisation shall not be less than INR 50 Lakh per annum for the last 3 years. Audited Financial Statements (Balance Sheet and Profit & Loss accounts to be attached).
 - v. The Organization must be registered with the Government under various acts as prescribed. Consortiums of organizations shall be allowed with one lead organization. (Agreement between the consortiums to be attached with RFP).
- vi. Must be registered with GST Authority.

B. Technical Proposal (Form Folder – 2)

The Technical proposals of only those organizations shall be opened and evaluated which are found eligible as per the Pre-qualification criteria. Technical proposal should contain attested scanned copies of certificates/work. Proof of work order with URL/Certificate of Completion/any other proof showing the work has been completed, under the claimed projects as experience. After opening of the Technical Proposals on the website, the technical proposals shall be evaluated by the Departmental Committee.

Opening of Technical Proposal

- i. Technical proposals will be opened by the RFP Inviting Authority or his authorized representative.
- ii. Technical proposals for those organizations, whose original copies of documents have been uploaded, will only be opened.
- iii. Pre-qualification criteria Documents will be opened first and if found in order,

then the Technical Bid will also be opened. If there is any deficiency in the documents as demanded under Pre-Qualification, the RFP will summarily be rejected.

- iv. The technically qualified Organization, i.e.: Organization which qualifies in the assessment of the technical proposal, shall be eligible for competing in the financial bidding. Accordingly, the financial bids of only those bidders who pass the Technical Evaluation shall be opened on the scheduled date and time. The bidders **who obtains 50% marks and above in Technical bid are to be treated as qualified for Financial Bid.**

C. FINANCIAL PROPOSAL (Form Folder – 3)

Financial proposals of only those Bidders declared technically eligible by the Proposal Accepting Authority, will be opened electronically from the e-tendering portal on the prescribed date.

The encrypted copies will be decrypted and the financial offers will be read out to the bidders present at that time.

The bid amount should be inclusive of all taxes and must include all components of work (Manpower/Workshops/Travel/etc.).

The Proposal Accepting Authority, if required, may ask any of the Bidders to submit analysis to justify the financial offer quoted by that Bidder and the Bidder has to satisfy the Proposal Accepting Authority within the time frame allowed. In case it is not received within the stipulated time, the proposal will be liable for rejection.

D. NORMS FOR FINALISATION OF THE BIDS

The Evaluation of the RFP will be done by a Departmental Committee based on the principle of Quality cum Cost Based Selection (QCBS).

“The technical proposals will be allotted weightage of 60% (Sixty per cent) while the financial proposals will be allotted weightages of 40% (Fourty per cent) and the selection of H1 will be done as prescribed in MANUAL FOR PROCUREMENT OF CONSULTANCY AND OTHER SERVICES 2017 CHAPTER 6.”

E. CRITERIA FOR EVALUATION OF TECHNICAL BID

S. No.	Criteria & Sub-criteria for evaluation	Maximum Score
1	Technical capability of the bidder	
1.1	<p>a. The organization shall have 3 and above successfully completed assignments for the preparation /revision of the SAPCCs. <i>Proof of work order with URL/Certificate of Completion/any other proof showing the work has been completed. (20)</i></p> <p>b. The organization having done up to 1-2 successfully completed assignments for the preparation /revision of the SAPCCs. <i>Proof of work order with URL/Certificate of Completion/any other proof showing the work has been completed. (10)</i></p>	20
1.2	SAPCC for 1 for a mountain state. <i>Proof of work order with URL/Certificate of Completion/any other proof showing the work has been completed.</i>	10
1.3	Multidisciplinary team with at least 5-10 years of experience in the field of climate projections and vulnerability assessment, climate proofing in sectors relevant to J&K i.e. agriculture, tourism, disaster management, water, forestry water, environment, urban development, energy, monitoring and evaluation and capacity building. This fact should be substantiated with proof to be attached.	20
1.4	Prior experience of working with the State governments and nodal departments for Climate Change related Projects. This fact should be substantiated with proof to be attached.	10
1.5	Experience of working in J&K. This fact should be substantiated with proof to be attached.	10
1.6	Years of experience and technical expertise in the field of climate change adaptation and mitigation, development planning and policy formulation, and experience in liaising with different government and non-government stakeholders in India. Up to 5 years = (5 marks) 5 – 10 years = (7 marks) 10 years and above = (10 marks) This fact should be substantiated with proof to be attached.	10
2	Approach, Methodology and Work Plan to be put in place for execution of the project	20
Total Maximum score		100

Note:

- a) *Please attach the relevant certificates properly with each criterion to claim the marks*
- b) *The bidder shall prepare a 10 min presentation to explain the technical capabilities and Approach, Methodology and Work Plan. The presentation shall be held on the day of opening of technical bid.*

9.0. DELIVERABLE AND PAYMENT SCHEDULE

- i. 30% on completion of the field study and submission of study data (5-months)
- ii. 20% on submission of **First Draft** of the Report (7-months)
- iii. 40% Submission of **Final Draft** of the Report (8-months)
- iv. 10% after approval of National Level Executive Committee/Steering Committee of MoEF&CC, New-Delhi.

Note: Successful Bidder/Organization has to execute a Performance Guarantee bond of 3% of value of the contract to be deposited along with the signing of contract. It shall be the responsibility of the bidder/organization to incorporate the comments, if any, pointed out by the National Level Executive Committee/Steering Committee of MoEF&CC, New-Delhi.

10.0 GENERAL GUIDANCE

The following general guidance are to be deliberated on for the smooth functioning of the task:

- i. The assignment involves a multidisciplinary task and the organization is expected to have all required expertise in the team.
- ii. The updated vulnerability and risk assessment must contain the authentic data source on climate change and its impact on ecosystem to justify the analysis and recommendations.
- iii. The team must collaborate across state agencies, as well as with the public, businesses, and industry to ensure that the strategy proposed reflects a cross-section of perspectives that support it.
- iv. All audio recordings of district level/state level consultations, photographs have to be submitted separately in digital format.
- v. All stakeholder consultation reports must be placed as Annexure with detail of participants, findings and recommendations of the stake holders.

The Department of Ecology, Environment and Remote Sensing of the Union Territory of Jammu and Kashmir shall provide the coordination support for the task at the UT & the district level.

11.0 DOCUMENTATION TO BE SUBMITTED

While submitting its RFP, the prospective organization shall provide the following information to document their compliance with the eligibility criteria outlined above:

- ii. Organization Profile, which should not exceed 10 pages, including: printed brochures and project catalogues relevant to the assignment; top management or board of trustees; organization structure, including organogram and number of personnel employed (CVs of relevant personnel are not requested at this stage).

- iii. Audited Financial Statements (Balance Sheet and Profit & Loss accounts) for last three years.
- iv. Certificate of Registration
- v. GST Registration/Payment Certificate issued by Competent authority
- vi. A self-declaration saying that the organisation has not been declared ineligible/ banned/ blacklisted by any State or Central Govt/ any other Government Institution in India for any reason as on last date of submission of RFP or convicted for economic offences in India for any reason as on last date of bid submission
- vii. A copy of evidence of having undertaken two consultancy contracts of similar nature not less than the amount of INR 20 lakhs each in the last 5 years.
- viii. Approach, Methodology and Work Plan to be put in place for execution of the project
- ix. All the pages of submitted documents should be attested by the authorised person of the Organization/Agency.

It is to be noted that the documents are subject to verification and the supplier must ensure authenticity of all the submitted documents.

12.0 MISCELLANEOUS TERMS & CONDITIONS

- i. The end product of the work assignment carried out by the Agency, in any form, will be the sole property of DoEERS.
- ii. The Agency shall not outsource the work to any other associate/ franchisee/ third party under any circumstances except with the prior approval of Department of Ecology, Environment & Remote Sensing J&K.
- iii. The Agency shall perform the services and carry out its obligations under the contract with due diligence and efficiency, in accordance with generally accepted techniques and practices used in the industry and with professional/consulting standard recognized by national/ international professional bodies and shall observe sound management practices. It shall employ appropriate advanced technology and safe and effective methods. The Agency shall always act, in respect of any matter relating to this Contract, as faithful advisors to Department of Ecology, Environment & Remote Sensing J&K and shall at all times, support and safeguard Department of Ecology, Environment & Remote Sensing J&K legitimate interests.
- iv. The Agency automatically agrees with Department of Ecology, Environment & Remote Sensing J&K for honouring all aspects of fair-trade practices in executing the work orders placed by Department of Ecology, Environment & Remote Sensing J&K.

13.0 FORCE MAJEURE

Force majeure clause shall mean and be limited to the following in the execution of the contract placed by Department of Ecology, Environment & Remote Sensing J&K:-

- i. War/hostilities;
- ii. Riot or civil commotion;
- iii. Earth quake, flood, tempest, lightning or other natural physical disaster;

- iv. Restrictions imposed by the Government or other statutory bodies, which is beyond the control of the Agency, which prevent or delay the execution of the order by Agency.
- v. The Agency shall advice Department of Ecology, Environment & Remote Sensing J&K in writing, duly certified by the local Chamber of Commerce, the beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the force majeure conditions. In the event of a delay lasting for more than one month, if arising out of clauses of force majeure, Department of Ecology, Environment & Remote Sensing J&K reserve the right to cancel the contract without any obligation to compensate the Agency in any manner for what so ever reason, subject to the provision of clauses mentioned.

14.0 ARBITRATION

- i. In the event of any dispute or differences arising under these conditions or any special conditions of the contract in the contract in connection with this contract, the same shall be referred to Administrative Secretary, Ministry of Environment & Forest, J&K, Govt. for final decision and the same shall be binding on all parties.
- ii. Any other terms and conditions, mutually agreed prior to finalization of the order agreement shall be binding on both the parties.
- iii. Department of Ecology, Environment & Remote Sensing J&K and the agency shall make every effort to resolve amicably by direct negotiations any disagreement or dispute arising between them under or in connection with person other than a person employed by the Agency in the performance of the work order. If any dispute shall arise between parties on aspects not covered by this agreement, or the construction or operation thereof, or the rights, duties or liabilities under these except as to any matter the decision of which is specially provided for by the general or the special conditions, such dispute shall be referred to two arbitrators, one to be appointed by each party and the said arbitrator shall appoint an umpire in writing before entering on the reference and the award of the arbitration or umpire, as the case may be, shall be final and binding on both the parties. The arbitrators or the umpire as the case may be, with the consent of parties, may modify the timeframe for making and publishing the award. Such arbitration shall be governed in all respect by the provision of the existing Laws in vogue in J&K The arbitration proceedings shall be held in Jammu/Srinagar, in case of court proceedings, the legal remedy can only be adjudicated in the jurisdiction of the Court at Jammu/Srinagar.
- iv. The clause on confidentiality shall be valid for a further period of one year from the date of expiry or termination of the assignment, whichever is earlier.

15.0 APPLICABLE LAW

The contract shall be governed by the laws and procedures established by UT Govt. of J&K., within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/processing.

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