



BIHAR STATE POLLUTION CONTROL BOARD

Parivesh Bhawan, Patliputra Industrial Area, P.O.-Sadakat Ashram, Patna-800010

EPABX&0612-2261250/2262265, Fax&0612-2261050

e-Tender Notice No. 619.

Patna, dated: 09.4.26

NOTICE INVITING e-TENDER

For selection of agency for providing Technical Assistance & Setting up Project Management Unit (PMU) for the Bihar State Pollution Control Board (BSPCB), Patna.

1. Bihar State Pollution Control Board, Patna invites e-tender from a reputed organization/service provider/agency having qualifying criteria as mentioned in the e-Bidding document/Request For Proposal (RFP) for **providing Technical Assistance & Setting up PMU for the Bihar State Pollution Control Board (BSPCB), Patna for a period of two years, which may be extended to one year depending on performance and Requirement of the PMU.** Manual Bids shall not be accepted. Bids from joint ventures are not acceptable.
2. Prospective bidders may visit websites: <https://www.eproc2.bihar.gov.in> or <http://bspcb.bihar.gov.in/tenders-notice.html> for detailed terms and conditions of e-tender.
3. Prospective bidders may download a complete set of tender documents from the website: <https://www.eproc2.bihar.gov.in> with the help of e-token.
4. Tender processing fee, bid document fee, earnest money deposit shall be submitted through e-Payment mode (i.e. NEFT/RTGS, Credit/Debit Card & Net Banking) only through <https://www.eproc2.bihar.gov.in>
5. The schedule of bidding are hereunder:-

Date of Publishing of Tender	12.04.2026; 17:00 hrs
Date of Start of Bid Submission	23.04.2026 ; 18:00 hrs
Last Date of Bid Submission	22.05.2026; 18:00 hrs
Date of Opening Technical Bid	25.05.2026; 16:00 hrs


Member Secretary

Tender No: _____

Date: _____

Request For Proposal

Selection of Agency for providing Technical Assistance & Setting up PMU for the Bihar State Pollution Control Board (BSPCB)

Address: Parivesh Bhawan, Patliputra Industrial Area,
Sadakat Ashram Patna-800010



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Disclaimer

- The information contained in this Request for Proposal document (RFP) or subsequently provided to bidders, whether verbally or in documentary or any other form by or on behalf of the Bihar State Pollution Control Board (BSPCB), is provided to bidders on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
- This RFP is not an agreement and is neither an offer nor invitation by the Board to the prospective bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Board in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Board, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.
- Information provided in this RFP to the bidders is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Board accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- The Board, its employees and advisers make no representation or warranty and shall have no liability to any person including any bidder 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 RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this selection process.
- The Board also accepts no liability of any nature whether resulting from negligence or otherwise, caused arising from reliance of any bidder upon the statements contained in this RFP. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
- The issue of this RFP does not imply that the Board is bound to select a bidder or to appoint the selected bidder, as the case may be, for the Project and the Board reserves the

right to reject all or any of the Proposals without assigning any reasons whatsoever.

- The bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Board, or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the bidder and the Board shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a bidder in preparation of submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

Abbreviations & Definitions

S. No.	Terms	Definition
1.	Authorised Signatory	The bidder's representative/officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organisation to a binding agreement. Also called signing offices/ authority having the Power of Attorney (PoA) from the competent authority or the Board Resolution mentioning the "name of the Authorised Signatory" of the respective Bidding firm.
2.	Bid Document	Documents issued by the procuring entity, including any amendments there to, that set out the terms and conditions of the given procurement and include the invitation to bid.
3.	Bid Security	A security provided to the procuring entity by a bidder for securing the fulfilment of any obligation in terms of the provisions of the bidding documents.
4.	Bidder / Agency / Firm / Supplier	Any Person/Firm/ Agency/ Company/ Contractor/ Supplier/ Vendor participating in the procurement/ bidding process with the procurement entity.
5.	Committee	Committee constituted by Bihar State Pollution Control Board for evaluation of Technical Proposals
6.	Competent Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement.
7.	Contract Price	Price payable to the firm/ company on the panel of the Board under the Contract for the complete and proper performance of its contractual

S. No.	Terms	Definition
		Obligations
8.	Contract/ Procurement Contract	A contract entered between the procuring entity and a successful bidder concerning the subject matter of Procurement.
9.	BSPCB	Bihar State Pollution Control Board
10.	Day	A calendar day as per GoB / Gol
11.	Effective date	The date on which the contract comes into force and effect
12.	EMD	Earnest Money Deposit
13.	GCC	General Conditions of Contract
14.	GoB	Government of Bihar
15.	Gol	Government of India
16.	GST	Goods & Service Tax
17.	ICT	Information and Communications Technology
18.	INR	Indian National Rupee
19.	IT	Information Technology
20.	Lol	Letter of Intent
21.	M&E	Monitoring & Evaluation
22.	MOU	Memorandum of Understanding
23.	PAN	Permanent Account Number
24.	PBG	Performance Bank Guarantee
25.	Personnel/ Resources	Professional and Support staff provided by the firm/ company and assigned to perform service to execute an assignment and any part thereof.
26.	PMU	Project Management Unit
27.	Proposal	Proposals submitted by bidders in response to the RFP issued by the Board for selection of firm/company
28.	Authority	Bihar State Pollution Control Board, Patna
29.	QCBS	Quality-cum-Cost Based System

S. No.	Terms	Definition
30.	RFP	Request for Proposal
31.	Services	Work to be performed by the firm/ company pursuant to the selection by Board and to the contract to be signed by the parties in pursuance of any specific assignment awarded to them by Board.
32.	TIN	Tax Identification Number
33.	WO/ PO	Work Order/ Purchase Order
34.	Working Days	Working days is defined as working days as per Government of Bihar and working hours are defined as 09:30 hours till 18:00 hours IST

Fact Sheet

Important Dates & Information

Board Name	Bihar State Pollution Control Board, Patna
Address, Phone Number and Email ID	Parivesh Bhawan, Patliputra Industrial Area, Sadakat Ashram Patna-800010 Phone no. : 0612-2262265/ 2261250 Email: msbspb-bih@gov.in
Name of Work	Selection of Project Management Unit (PMU).
Project Duration	24 Months
Method of Selection	QCBS 70:30
Tender Currency	INR
Joint Venture/Consortium	Not Allowed
Bid Document Fee (Non-refundable)	INR 5,000/- (INR Five Thousand Only)
Bid Security/ EMD	INR 6,00,000/ (INR Six Lakhs Only) to be submitted as per the provisions of eproc2.0
Performance Bank Guarantee (PBG)	5% of the total contract value within 21 days from date of issuance of work order
Portal for downloading tender documents and proposal submission	https://eproc2.bihar.gov.in
RFP/ Tender Availability	Available for Download from 12-04-2026 ; 05:00 P.M. onwards
Date & place of Pre bid meeting	Venue: Conference Hall, Parivesh Bhawan, Patliputra Industrial Area, Sadakat Ashram Patna-800010

	Date and Time : 27.04.2026; 04:00 P.M.
Last date of submission of queries and E-mail Address	27.04.2026; 04:00 P.M. <u>E-mail ID: msbspcb-bih@gov.in</u>
Reply of queries raised in pre bid meeting	30-04-2026; 06:00 P.M.
Date of Start of Bid Submission	23-04-2026; 06:00 P.M.
Last Date & Time for Receipt (Submission) of Bids	22-05-2026; 06:00 P.M.
Date and Time of Opening Technical Bid	25-05-2026; 04:00 P.M.
Date and Time of Technical Presentation	Date and Time: 27.05.2026; 11:00 A.M. Venue: Conference Hall, Parivesh Bhawan, Patliputra Industrial Area, Sadakat Ashram Patna-800010
Date and Time of Opening Financial Bid	To be decided
Contact Person	Shri Anil Kumar, Establishment Head, Bihar SPCB, Mob. No. 9430511414
Bid Validity Period	180 days

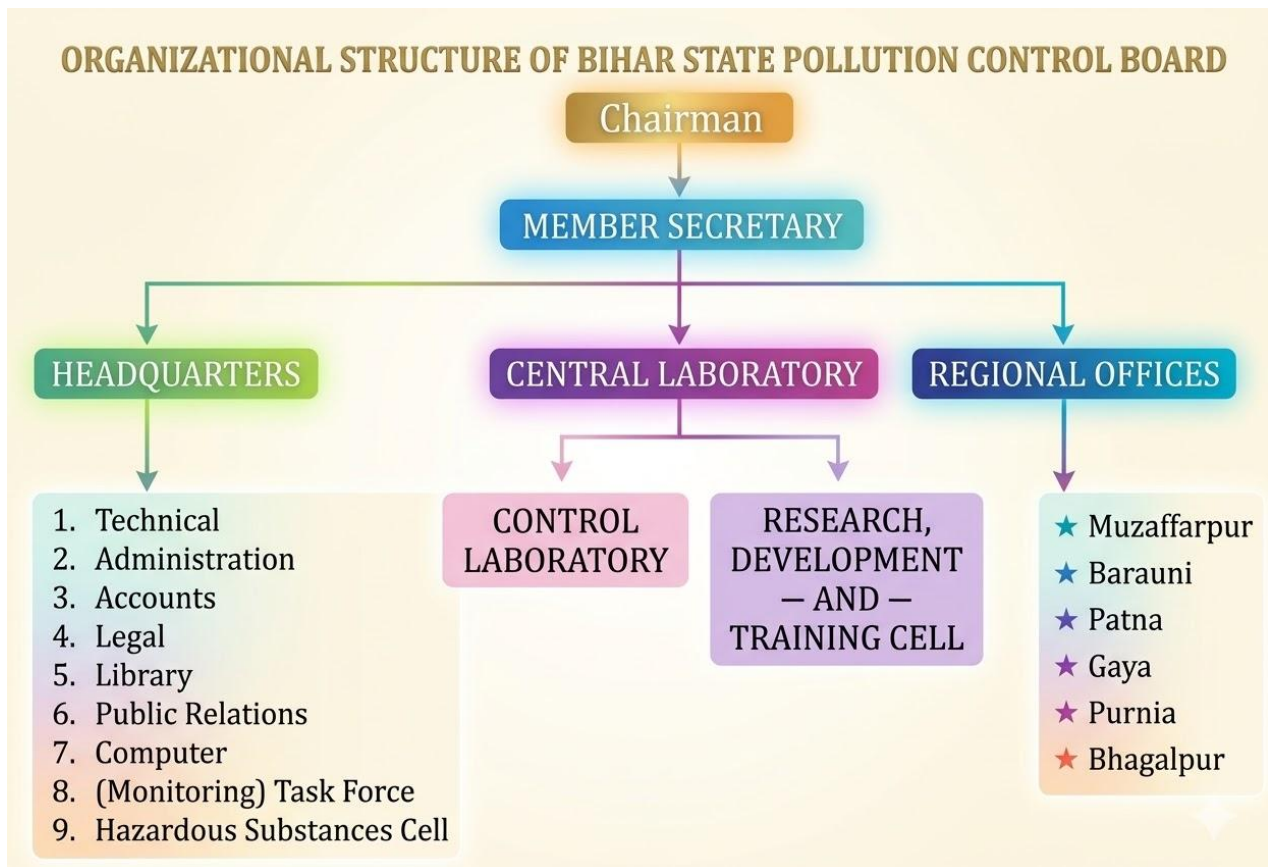
1. Background

Bihar State Pollution Control Board was constituted in the year 1974 under the provisions of the Water (prevention and Control of pollution) Act, 1974. Enactment of the said Act and subsequently constitution of this Board was in pursuance of Clause -I of Article 252 of the Constitution of India. The Water Act, 1974 was made applicable in the first instance to the whole of 12 States and Union Territories. The State of Bihar was one of the said 12 States.

Since inception, Bihar State Pollution Control Board, like other State Boards has been performing its functions as enumerated under Section 17 of the Water (Prevention and Control of Pollution) Act, 1974 and amendment made thereunder. Functions, so entrusted to the Board are:

- i. Planning programme for prevention and control of pollution in the state;
- ii. Advising the State Government from time to time in the matters of pollution;
- iii. Collection and dissemination of information with regard to pollution control;
- iv. Conduction and participation in Research & Development (R&D) relating to water pollution;
- v. Collaboration with Central Board in organising training and mass awareness programme of grant of consent;

- vi. Inspection of Treatment plant and their review for the purpose;
- vii. Laying down standards of sewage and trade effluents;
- viii. Evolving economical and reliable methods of effluent treatment;
- ix. Evolving methods of utilisation of sewage and trade effluent for agriculture;
- x. Evolving methods of disposal of sewage and trade effluents on land;
- xi. Laying down standards of treatment of sewage and trade effluent;
- xii. Making any suitable order concerning prevention and control of discharges of effluent into streams or concerning construction of systems for their disposal;
- xiii. Laying down effluent standards to be observed by any person causing discharge of sewage or sludge;
- xiv. Advising the State Government with respect to the location of any industry;
- xv. Performing such other functions, as may be prescribed by the Central Board of the State Government;
- xvi. Establishment or reorganization of laboratories for the analysis of discharges of effluent.



2. Relevant Acts and Rules

The various environmental Acts and Rules which are being implemented by the BSPCB are:

- The Water (Prevention and Control of Pollution) Act, 1974, amended till date
- The Water (Prevention and Control of Pollution) Cess Act, 1977, amended till date
- The Air (Prevention and Control of Pollution) Act, 1981, amended till date
- The Environment (Protection) Act, 1986, amended till date
- The Hazardous and Other Wastes (Management, and Transboundary Movement) Rules, 2016
- The Manufacture, Storage and Import of Hazardous Chemicals rules, 1989, amended till date
- The Biomedical Waste Management Rules, 2016
- The Plastics Waste Management Rules, 2016
- The Construction and Demolition Waste Management Rules, 2016
- The Noise Pollution (Regulation and Control) Rules, 2000 amended till date
- The Batteries (Management and Handling) Rules, 2001
- The Ozone Depleting Substances (Regulation and Control) Rules, 2001 amended till date
- Solid Waste Management Rules, 2016

3. Roles and Responsibilities of Board

The broad functions and responsibilities of the Board are as under: -

- i. To plan a comprehensive program for the prevention, control or abatement of pollution of streams and wells as well as of air in the State and to secure the execution thereof;
- ii. To advise the State Government on any matter concerning the prevention, control or abatement of Pollution;
- iii. To collect and disseminate information relating to pollution and the prevention, control or abatement thereof;
- iv. To collaborate with the Central Board in organizing the training of persons engaged or to be engaged in programs relating to prevention, control or abatement of pollution and to organize mass education programs relating thereto;
- v. To inspect sewage or trade effluents, works and plants for the treatment of sewage and trade effluents and to review plans, specifications or other data relating to treatment plants and the system for the disposal of sewage or in connection with the grant of

any consent as required by this act;

- vi. To lay down, modify or annul effluent standards for the sewage and trade effluents and for the quality of receiving waters (not being water in an interstate stream) resulting from the discharge of effluents and to classify waters of the State;
- vii. To evolve economical and reliable methods of treatment of sewage and trade effluents, having regard to the peculiar conditions of soils, climate and water resources of different regions and more especially the prevailing flow characteristics of water in streams and wells which render it impossible to attain even the minimum degree of dilution;
- viii. To evolve efficient methods of disposal of sewage and trade effluents on land, as are necessary on account of the predominant conditions of scant stream flows that do not provide for major part of the year the minimum degree of dilution;
- ix. To lay down standards of treatment of sewage and trade effluents to be discharged into any particular stream taking into account the minimum fair-weather dilution available in that stream and the tolerance limits of pollution permissible in the water of the stream, after the discharge of such effluents;
- x. To advise the State Government with respect to the location of any industry the carrying on of which is likely to pollute a stream or well or suitability of any premises or location for carrying on any industry which is likely to cause air pollution.

The Bihar State Pollution Control Board (BSPCB) proposes to undertake a transformation initiative aimed at developing a comprehensive and sustainable organizational framework encompassing structures, processes, and systems to enhance program management and operational efficiency. The exercise will also focus on streamlining internal processes, strengthening infrastructure, and optimizing the utilization of human resources to build a more effective and responsive institution capable of meeting the State's evolving requirements.

To support this, **BSPCB intends to engage a consulting organization to provide technical assistance and project management support. The selected firm will be responsible for delivering end-to-end consulting services to facilitate the efficient implementation and enforcement of the relevant Acts, Rules, and assigned functions, as outlined in this section.**

4. Setting up of a Project Management Unit

In order to achieve the objectives as envisaged, through the consulting firm, a Project Management Unit (PMU) is proposed to be formed with domain specific experts. The

PMU shall comprise of the sectoral experts and it will operate as a unit at BSPCB under the administrative control of Member Secretary, BSPCB. The Experts from PMU would report to the Member Secretary, BSPCB or any of her / his nominated officers. The PMU will provide support to BSPCB for initial period of 24 Months, which can be extended to one year depending on requirement. The location of the Project shall be Bihar.

5. Request For Proposal

- 5.1. Invitation for Selection of Project Management Unit for providing technical assistance to the Board.
- 5.2. Board invites responses under two-bid system ("Tenders") to this Request for Proposal ("RFP") from reputed consulting firms ("Bidders") for the provision of Services as described under, "Scope of Services" of this RFP.
- 5.3. Any contract that may result from this Government procurement competition will be issued for a period of 24 months.
- 5.4. Board reserves the right to, with concurrence of the bidder, extend the Term for a period or periods of up to 01 (one) year with the same terms and conditions, subject to satisfactory performance, concurrence with the bidder and as per the Board's obligations at law.
- 5.5. The bidder shall not be permitted to subcontract any of the services under this RFP, except for hiring and managing payroll of its deployed resources.
- 5.6. The date for the commencement of services is within 30 calendar days of contract signing and the Bidder shall complete the deployment of the entire work force within 45 days of the contract signing. In case of delay in complete deployment above 45 days, a penalty of INR 50,000/ per resource per month will be levied.
- 5.7. Proposals must be received not later than time, date and venue mentioned in the Fact Sheet. Proposals that are received late WILL NOT be considered in this procurement process.

6. Scope of Services

The scope of the Services shall include, but not be limited to the following broad scopes outlined below.

Task 1- Technical Assistance, Procurement and Contract Management Support

- i. Gap identification (in line with applicable Acts, Rules and Guidelines). Data for the same shall be collected and collated and agency is expected to fill gaps in information through site visits. Such gaps may include, but not limited to – stakeholder consultation, waste estimation, site visits, technology evaluation, business model, financial estimates etc.
- ii. Support authority in coordination with State Departments, MoEF&CC, CPCB, Pollution Control Board/ Committee in the State and other relevant Stakeholders.

- iii. Support authority in conducting procurement for related aspects, including (but not limited to) preparation of draft bid documents, assisting in evaluation of bids, preparation of agreements and developing draft procurement strategy options for Authority and support to the core/ inhouse procurement team.
- iv. Provide monitoring oversight and contract monitoring and management support for execution of these projects, and support authority in enhancing performance in order to ensure speedy implementation of the same.
- v. To support the Board in carrying out its role and responsibilities and supporting on technical matters, vetting DPRs as required, assessing new technologies, developing technical strategies and other tasks as may be required, from time to time.
- vi. Comprehensive support in other matters covering the objectives as detailed above.

Task 2 - Handholding Support to BSPCB

- i. Support authority in implementation and enforcement of applicable Acts, rules, guidelines and Central regulation/guidelines, through provision of technical inputs, preparation of SoPs and guidelines etc.
- ii. Support authority in preparation of reports, analysis of data, periodic presentations/reports, dashboard integration etc. as may be required to smoothen process of implementation of Acts and rules and implementation of Central and State Sector scheme like NCAP, Namami Gange, etc.
- iii. Provide suggestions/ inputs to authority for policy level interventions to accelerate/ innovate implementation of Pollution control projects by other line departments/stakeholders and also BSPCB itself.
- iv. Provide advisory support and assistance in the areas of Urban Sanitation and Air Quality Management such as Waste Management, sanitary landfill management including biomining and bioremediation, regulatory and statutory activities, Air Quality Monitoring, Dust Control, Pollution Mitigation, new proposed schemes like Bihar Clean Air Programme, etc.
- v. Organizing and participating in consultative meetings with stakeholders across Pollution management and sanitation sector, private sector to discuss challenges, and new technologies.
- vi. Promote innovation, research and technological development activities in the pollution management and sanitation sector.
- vii. Develop strategies and action plans to improve air quality, aligning with the goals and targets of the National Clean Air Program (NCAP) and/ or the

decisions of the Central/ State Government.

- viii. Preparation of Action Plan, communication material for BSPCB/ stakeholder departments, and all official documents for the PRANA portal.
- ix. Coordination between various stakeholders/ agencies (ULBs, Other state departments, PCB, NGT) for smooth implementation of all projects.
- x. Conduct analysis on Air, Noise & Water Quality Monitoring Data and recommend appropriate control measures to reduce pollution levels in accordance with the NCAP, Namami Gange and other guidelines. Coordinate with relevant departments, agencies, and stakeholders to implement air quality improvement projects, collaborating with the NCAP and local authorities to achieve the desired air quality standards in Bihar.

Task 3- Miscellaneous Support

- i. Regular monitoring of projects to prepare status reports, monthly progress reports, quarterly and other specialized reports such as documentation of best practices, success stories, innovative methods of implementation by the BSPCB and other reports as and when required.
- ii. Prepare and maintain data base etc. in electronic format.
- iii. Identification of bottlenecks in the implementation of different projects and possible way outs.
- iv. Undertake capacity assessment at all levels and assist in filling the capacity gaps through training programs, knowledge dissemination and fostering best practices.
- v. Assist in developing primers / guiding documents/ toolkits for schemes in Hindi and English.
- vi. Assist in documenting key insights and learning in the form of reports and concept notes as needed.
- vii. Assist in review of project proposals/plans for the city and potential public-private partnerships and bring in learnings from best models of such partnerships.
- viii. Coordination within CPCB and State Government on relevant initiatives under different project to develop synergistic plans.
- ix. Management coordination and attending periodical/ special meeting with Govt. of India/ MoEF&CC/CPCB and Govt of Bihar for compliance.
- x. Assist to conduct the regular meetings with Government, ULB entities etc., to

discuss progress and issues related to implementation, and prepare minutes for recording and circulation.

- xi. Establish all necessary records and the procedures of maintaining/ updating such records.
- xii. Prepare project appraisal report for the completed projects.
- xiii. Any other task assigned by BSPCB.

6.1. Reports, Deliverables-

List of Reports and Schedule of Deliveries:

The firm/ agency shall prepare the following reports in English/ Hindi and complete digital files in a format and manner acceptable to the BSPCB:

- i. **Inception Report (IR):** The draft IR shall be submitted within one month after commencement of assignment. The IR shall inter alia include approach to the assignment, objectives, detailed methodologies, and work plans for each Task (and respective sub-activities) of the assignment. It must also detail the related tasks, activities, schedule of activities, detailed time-tasks/schedule listing all tasks, mobilization plan etc.
- ii. **Monthly Progress Reports (MPR):** The draft MPR shall be submitted within a week from the end of each month. The MPR shall inter alia include work progress on all components, tasks undertaken, results achieved, meetings held, staff deployment, difficulties encountered, and forecast of assistance required from the client for each activity/task of the assignment.
- iii. **Annual Reports (AR):** The annual reports shall be submitted within week from the end of fiscal year/calendar year (as agreed upon) for which the report is submitted. The AR shall inter alia include work progress, team mobilization, tasks undertaken, results achieved, planning of activities for next year, updated works schedule and staff mobilization plan, difficulties encountered, forecast of assistance required for each part of the assignment from the client.
- iv. **Final Report:** This shall be submitted in the last month of the assignment with overall and complete works undertaken etc.

All the reports will need to be reviewed and approved by the BSPCB. Draft versions of the report would be prepared initially, and submitted in hard copies and soft copy. Final versions would be submitted within two weeks following receipt of comments from the BSPCB.

7. Team Composition

Sl. No	Input in Man-Months	Position	Required Qualifications and Experience
K1	24	Team Leader	<p>Qualification- Must be at least a BE/ B.Tech in Civil/ Environmental Engineering or Post Graduate holder in Environmental Engineering/ Environmental Science/ Sustainability Management/ Natural Resource Management/ Climate Change Studies.</p> <p>Experience- At least 5 years of overall experience in the infrastructure sector, with a minimum of 3 years in senior positions involving team leadership and engagement in project management assignments.</p>
K2	24	Water and Wastewater Expert	<p>Qualification- Must be a BE/ B.Tech in Civil/Chemical/Environmental Engineering or Post Graduate holder in streams of Civil/Chemical/ Environmental Engineering/ Environmental Science/ Public Health Engineering/ Water Resources Engineering/ Hydrology/ Sanitation Planning.</p> <p>Experience- Minimum 4 years of professional experience in planning and implementation of Water/ Waste Management / Pollution Control projects in India.</p>
K3	24	Legal and Policy Expert	<p>Qualification- Graduate (LLB) or Post Graduate (LLM) in Law, or Post Graduate in Public Policy, Environmental Law, or Regulatory Governance.</p> <p>Experience- Minimum 3 years of professional experience in India in the capacity of a legal expert/law personnel, with adequate experience and knowledge on environmental and pollution control policies, guidelines and laws such as NGT guidelines etc.</p>
K4	24	Contract Monitoring and Procurement Specialist	<p>Qualification- Must be a Post-graduate in Finance/ Business Administration (MBA)/ Engineering/ Supply Chain Management/ Public Administration/ Economics.</p> <p>Experience- Minimum 4 years of professional experience in Public Procurement in India with experience of Procurement in government sector.</p>

Sl. No	Input in Man-Months	Position	Required Qualifications and Experience
K5	24	Biomedical and Hazardous Waste Management Expert	<p>Qualification- BE/ B.Tech in Chemical/ Environmental Engineering or Master's degree in Chemical Engineering/ Environmental Engineering / Environmental Science / Public Health Engineering / Waste Management / Environmental Management/ Bio-Chemical Engineering, Industrial Safety, or Toxicology.</p> <p>Experience- Minimum 4 years of experience in environmental management, with specific expertise in biomedical and hazardous waste management systems, including planning, implementation, and monitoring. Experience in ensuring compliance with applicable regulations and working with government agencies/ ULBs or pollution control authorities.</p>
K6	24	Air Pollution Expert	<p>Qualification- Must be having a BE/ B.Tech in Civil/ Chemical/ Environmental Engineering or Post Graduate Degree in Environmental Engineering/ Environmental Science/ Environmental Management/ Chemistry/ Chemical Technology.</p> <p>Experience- Minimum 4 years of professional experience in projects for Air Quality/ Environment/ Climate Change or similar relevant field.</p>
K7	24	Public Outreach Expert	<p>Qualification- Postgraduate in Mass Communication / Social Sciences / Development Studies / Public Relations / Management Journalism/ Corporate Communications/ or Rural Development.</p> <p>Experience- Minimum 2 years of experience in public outreach, IEC/BCC, or stakeholder engagement. Should be well-versed with communication strategies, awareness campaigns, community mobilization, and implementation of outreach activities across diverse stakeholder groups.</p>

- Note:** 1. All degrees/diplomas must be full-time and obtained from a University/Institution recognized by the UGC, AICTE, or the relevant statutory body (e.g., Bar Council of India) as applicable."
2. The Firm shall assess the requirements and propose appropriate non-key positions as part of the proposal.

8. Period of Performance

The indicative period of contract shall be for 2 (two) years until terminated or foreclosed.

9. General Terms, Conditions & Provisions

9.1. General Instructions

- 9.1.1. While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Bidders must form their own conclusions about the solution needed to meet the requirements. Bidders and recipients of this RFP may wish to consult their own legal advisers in relation to this RFP.
- 9.1.2. All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by the Board based on this RFP.
- 9.1.3. No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the Board. Any notification of preferred Bidder status by the Board shall not give rise to any enforceable rights by the Bidder. The Board may cancel this Public procurement at any time prior to a formal written contract being executed by or on behalf of the Board.
- 9.1.4. This RFP supersedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications.

9.2. Proposal Validity

- 9.2.1. The Bidder's Proposal must remain valid for at least 180 days after the Proposal submission deadline. A bid valid for a shorter period shall be rejected by the Board's non-responsive bid.
- 9.2.2. In exceptional circumstances, prior to the expiration of the bid validity period, the Board may request bidders to extend the period of validity of their Bids. The EMD shall also be extended for a corresponding period. A bidder may refuse the request without forfeiting its bid security i.e, EMD. A bidder granting the request shall not be required or permitted to modify its bid. The request and the responses shall be made in writing.
- 9.2.3. If it is established that any Key Expert nominated in the Bidder's Proposal was included in the Proposal without his/ her confirmation, such Proposal shall be disqualified and rejected for further evaluation.
- 9.2.4. The Bidder cannot change more than three (3) resources as submitted in response to the bid, except in case of resignation, medical incapacity or death, reasons beyond the control of Bidder or for reasons to the satisfaction of the Board, for the entire project period unless there is written approval of the Board. For any change

request of resource, the substitute must be an individual with similar / better experience & qualifications and accepted in writing by the Board.

- 9.2.5. If the Board finds that any of the personnel have 1) committed serious misconduct, or have been charged with having committed a criminal action, or 2) If the Board is dissatisfied with the performance of any of the personnel, then the Project Management Unit shall, at the Board's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Board.

9.3. *Extension of Validity Period*

- 9.3.1. The Board will make its best effort to complete the processing within the proposal's validity period. However, should the need arise, The Board may request, in writing, all Bidders who submitted Proposals prior to the submission deadline to extend the Proposal's validity.
- 9.3.2. If the Bidder agrees to extend the validity of its Proposal, it shall be done without any change in the original Proposal and with the confirmation of the availability of the key.
- 9.3.3. The Bidder has the right to refuse to extend the validity of its Proposal in which case such Proposal will not be further evaluated.

9.4. *Confidentiality*

- 9.4.1. From the time the proposals are opened to the time the Contract is awarded, the Bidder should not contact The Board on any matter related to its Technical and/or Financial Proposal. Information relating to the evaluation of Proposals and award recommendations shall not be disclosed to the Bidders who submitted the Proposals or to any other party not officially concerned with the process, until the publication of the Contract award information.
- 9.4.2. Any attempt by shortlisted Bidders or anyone on behalf of the Bidder to influence improperly the Client in the evaluation of the Proposals or Contract award decisions may result in the rejection of its Proposal.
- 9.4.3. Notwithstanding the above provisions, from the time of the Proposals, opening to the time of Contract award publication, If a Bidder wishes to contact The Board on any matter related to the selection process, it should do so only in writing.

9.5. *Amendment to "RFP"*

- 9.5.1. At any time prior to the deadline for submission of Proposal, subsequent to the pre offer meet, the Board may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the "RFP" document by the issuance of Addendum/ Amendment and posting it on the Official Website. In order to afford the Bidders a reasonable time for taking an amendment into account, or for any other reason,

the Board may, in its sole discretion, extend the Proposal Due Date.

9.6. *Governing Law*

9.6.1. The Contract shall be governed by and interpreted in accordance with the laws of the Bihar State/ the Country (India) and under the jurisdiction of Patna Court.

9.7. *Disputes Resolution*

9.7.1. Amicable Settlement: The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Agreement or the Interpretation thereof. In the event a dispute, differences or claim arises in connection with the interpretation or implementation of this agreement, the aggrieved party shall issue a written notice setting out the Dispute/differences or claim to the other party, parties shall first attempt to resolve such dispute through mutual consultation. If the dispute is not resolved as aforesaid within 15 days from the date of receipt of written notice the matter will be referred to Board, who will take decision within 30 days after such reference. If the dispute is still not resolved the matter will be referred for Arbitration.

9.8. *Arbitration*

- 9.8.1. In case the dispute is not resolved, any party may issue a notice of reference, invoking resolution of disputes through arbitration in accordance with the provisions of the Arbitration Conciliation Act, 1996. The arbitral proceedings shall be conducted by a sole arbitrator that may be appointed with the consent of Parties to such dispute.
- 9.8.2. The arbitration award shall be final and binding on the Parties, and the Parties agree to be bound thereby and to act accordingly.
- 9.8.3. The arbitrator may award to the Party that substantially prevails on merit, its costs and reasonable expenses (including reasonable fees for counsel).
- 9.8.4. When any dispute is under arbitration, except for matters under dispute, the Parties shall continue to exercise their remaining respective rights and fulfill their remaining respective obligations under this Agreement.

9.9. *Payment Terms*

- 9.9.1. For activities mentioned under “Scope of Services”, a quarterly invoice will be generated and submitted within 20 days from the last working day of the last month of Quarter along with a Quarterly Report covering a snapshot of activities undertaken for the said duration, to the Board, by the Project Management Unit (PMU). If no objection in terms of performance, deliverable or invoice value is raised, within 30 days from the invoice date by the Board, the invoice and/ or the deliverables will be deemed accepted by the Board.
- 9.9.2. All the payments shall be made in Indian National Rupee (INR) and shall be subject to applicable withholding taxes, if any.
- 9.9.3. Project Duration: Any contract that may result from this Government procurement competition will be issued for a period of 24 months.
- 9.9.4. The Board may, with concurrence of the bidder, extend the Term for a period of up to 01

(One) year once on the same terms and conditions, subject to the Board’s obligations at law.

- 9.9.5. Upon extension (if any) of the contract, the fee shall be escalated @10% to for the extended period of One year.
- 9.9.6. The annual fee escalation will also be applicable to any additional resource(s) that the Board may require as described under the section “Criteria for Evaluation”.

10. Preparation & Submission of the Proposal

- Bidders should submit their responses as per the formats given in this RFP.
- Please note that prices should not be indicated in the technical proposal but should only be indicated in the financial proposal.
- All the pages of the Proposal must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bidder's Proposal.
- The Proposal shall contain no interlineations or overwriting, except as necessary to correct errors made by the Bidder itself. Any such corrections must be initiated by the authorised signatory of the Bidder.

10.1. Pre-bid Meeting

- a. Board shall hold a pre-bid meeting with the prospective Bidders as per information given in the Fact Sheet above.
- b. The Bidders will have to ensure that their queries for pre bid meeting should reach the point of contact (Contact Person) through email only as mentioned in the fact sheet above.
- c. The e-mail should necessarily have subject as per the following nomenclature:

“Pre-bid Query - RFP Board”*(Company’s Name)”

- d. The queries should necessarily be submitted in the following format in both PDF and Editable MS-Word/ Excel File Format:

S. NO.	RFP document reference(s) (Section & page number)	Content of RFP requiring clarification(s)	Points of clarification
1.			
2.			

- e. Board shall not be responsible for ensuring that the Bidders' queries have been received by them. Any requests for clarifications post the indicated date and time may not be entertained by the Board.

10.1.1. *Pre-bid Queries and Corrigendum*

- a. The Contact Person nominated by the Board will endeavor to provide timely response to all queries. However, Board makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does Board undertake to answer all the queries that have been posed by the Bidders.
- b. At any time prior to the last date for receipt of bids, Board may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.
- c. The corrigendum (if any) & clarifications to the queries from all Bidders will be clarified by Bihar State Pollution Control Board and emailed to all participants of the pre-bid meeting.
- d. Any such corrigendum shall be deemed to be incorporated into this RFP.
- e. To provide prospective Bidders reasonable time for taking the corrigendum into account, the Board may, at its discretion, extend the last date for the receipt of Proposals.

10.2. *Right to Terminate the Process*

- 10.2.1. Board may terminate the RFP process at any time and without assigning any reason. Board makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- 10.2.2. This RFP does not constitute an offer by the Board. The Bidder's participation in this process may result Board selecting the Bidder to engage towards execution of the subsequent contract.

10.3. *RFP document fees*

- 10.3.1. The Bidder will download the RFP document(s) from <https://eproc2.bihar.gov.in>. The bid fee of INR 5000/- (INR five Thousand only) should be submitted online. The RFP document fee must be submitted with proposal. Proposals received without or with inadequate RFP document fees shall be rejected.

10.4. *Tender Processing document fees*

- 10.4.1. The bidder will have to pay a one-time Tender Processing Fee of INR 5000 + Applicable Taxes to be submitted online. The RFP document fee must be submitted with proposal. Proposals received without or with inadequate RFP document fees shall be rejected.
- 10.4.2. This fee is mandatory to be paid through online mode i.e., Internet payment Gateway (Credit/ Debit Card), Net banking, NEFT/RTGS.

10.5. Earnest Money Deposit (EMD)

- 10.5.1. Bidders shall submit an EMD of INR 6,00,000/- (INR Six Lakhs) only, as per the provisions of eproc2.0.
- 10.5.2. EMD of all unsuccessful Bidders would be refunded by the Board within 2 months of the Bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful Bidder would be returned upon submission of Performance Bank Guarantee.
- 10.5.3. The EMD amount is interest free and will be refundable to the unsuccessful Bidders without any accrued interest on it.
- 10.5.4. Proposals not accompanying the EMD or containing EMD with infirmity (ies) (relating to the amount etc.), mentioned above, shall be summarily rejected.
- 10.5.5. The EMD may be forfeited in the event of:
 - A Bidder withdrawing its bid during the period of bid validity
 - A successful Bidder fails to sign the subsequent contract In accordance with this RFP.
 - The Bidder being found to have indulged in any suppression of facts, furnishing of fraudulent statement, misconduct, or other dishonest or other ethically improper activity, in relation to this RFP
 - A Proposal contains deviations (except when provided in conformity with the RFP) conditional offers and partial offers.

10.6. Performance Bank Guarantee

- 10.6.1. Within 21 days from the date of Letter of Invitation (LOI) from The Board, the successful Bidder shall furnish the Performance Bank Guarantee (PBG) of an amount equal to 5% of its Financial Proposal of the project value, by way of DD / Performance Bank Guarantee issued by one of the Nationalized/ Scheduled Banks in India for the due performance of the Assignment. The Performance Bank Guarantee shall be for valid for the period of 30 months and has to be extended accordingly for extension of project, if any.
- 10.6.2. **Refund of PBG:** The PBG shall be refunded within six months the date of successful completion of these assignments.
- 10.6.3. **Forfeiture of PBG:** PBG shall be forfeited in the following cases:
 - When any terms and condition of the contract is breached.
 - When the selected Bidder fails to commence the services or fails to provide deliverables after partially executing the purchase/work order.
 - The Resources must follow the working hours, working days and Holidays of Government of Bihar. However, resources shall be available on a holiday if so, is required by The Board. No extra payments will be made for working on extended hours/ Saturday/ Sunday/ Holiday's to meet the committed/required time schedules. Instead of extra work

hour, compensatory leave may approved by the Board.

- 10.6.4. Format of Performance Bank Guarantee (PBG) and Agreement: These will be shared at the time of issuance of LOI.

10.7. Proposal Preparation

- 10.7.1. The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meeting/discussions/presentations, preparation of proposal, in providing any additional information required by Board to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.
- 10.7.2. Board will in no event be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 10.7.3. Proposal should be accompanied by an appropriate board resolution or power of attorney in the name of an authorised signatory of the Bidder stating that he is authorised to execute documents and to undertake any activity associated with the Bidder's Proposal.
- 10.7.4. The Proposal should be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of Proposal evaluation, the English translation shall govern.

10.8. Venue & Deadline for Submission of Proposal

- 10.8.1. Proposals, in its complete form in all respects as specified in the RFP, must be submitted online before the end time.
- 10.8.2. Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.
- 10.8.3. The bids submitted by telex/ telegram/ fax/ e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- 10.8.4. The Board shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.
- 10.8.5. The Board reserves the right to modify and amend any of the above-stipulated conditions/ criteria depending upon project priorities vis-à-vis urgent commitments.

10.9. Visibility, Format and Numbering of the uploaded document

- 10.9.1. The bidder shall ensure that the document uploaded on the e-procurement

- portal is clearly visible and downloadable.
- 10.9.2. The bidder shall ensure that the documents uploaded are correctly numbered so that any specific document can be easily and quickly found using the appropriate serial/page no. All documents shall only be uploaded in the formats mentioned here: PDF, MS Office, Compatibility Mode, and JPEG Format. The unsuccessful opening or download ability of documents which are uploaded in any format other than those mentioned above shall not be entitled for any claim whatsoever.
- 10.9.3. No claims shall be entertained owing to issues of internet connectivity. The bidders are advised to upload the bid online well in advance of the deadline to avoid difficulties.

11. Evaluation and Qualification Criteria

11.1. Evaluation

11.1.1. Evaluation Process

- a. The Proposal Evaluation Committee constituted by the Board shall evaluate the responses to the RFP and all supporting documents / documentary evidence. Inability of a Bidder to submit requisite supporting documents / documentary evidence may lead to the Bidder's Proposal being declared non-responsive.
- b. The decision of the Proposal Evaluation Committee in the evaluation of responses to the RFP shall be final. No correspondence will be entertained outside the process of negotiation/ discussion with the Proposal Evaluation Committee.
- c. The Proposal Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their proposals.
- d. The Proposal Evaluation Committee reserves the right to reject any or all Proposals on the basis of any deviations contained in them.
- e. Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.
- f. The evaluation would consist of following phases:
 - Phase I: Evaluation of Pre-qualification Criteria.
 - Phase II: Evaluation of Technical Proposal (of only those bidders who qualify as per the pre-qualification criteria).
 - Phase III: Evaluation of Financial Bids (of only those bidders who score at least 75% in the technical qualification criteria)
 - Phase IV: Combined Evaluation of Technical and Financial Bids [QCBS —70:30).

11.1.2. *Proposal Opening*

- a. The Proposals submitted up to the last date and time mentioned above will be opened on the mentioned place, time and date by the Contact Person or any other officer authorized by the Board, in the presence of the Bidder's representatives who may be present at the time of opening.
- b. The representatives of the Bidders are advised to carry an identity card or a letter of authority from the Bidding entity for attending the opening of the Proposal.

11.1.3. *Proposal validity*

- a. The offer submitted by the Bidders should be valid for minimum period of 180 days from the last date of submission of the Proposal.

11.1.4. *Award Criteria*

- a. The Board will award the Contract to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bids as per the standard process.

11.1.5. *Right to Accept Any Proposal and To Reject Any or All Proposal(s)*

- a. The Board reserves the right to accept or reject any proposal, and to annul the tendering process/ Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Board action.

11.1.6. *Notification of Award*

- a. Prior to the expiration of the validity period, The Board will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case the tendering process /public procurement process has not been completed within the stipulated period, The Board may like to request the bidders to extend the validity period of the bid.
- b. The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, The Board will return the EMD of unsuccessful bidders.

11.1.7. *Signing of Contract*

- a. After the Board notifies the successful bidder that its proposal has been accepted, The Board shall enter into a contract, incorporating all clauses, pre-bid clarifications and the proposal of the bidder between The Board and the successful bidder.

11.1.8. Failure to agree with terms and condition of RFP

- a. Failure of the successful bidder to agree with the Draft Legal Agreement and Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event The Board may award the contract to the next best value bidder or call for new proposals from the interested bidders.

11.1.9. Proposal Evaluation

- a. Initial Proposal scrutiny will be held and to confirm that Proposals do not suffer from the infirmities detailed below. The proposal will be treated as non-responsive, if a Proposal is found to have been:
- Submitted in manner not conforming with the manner specified in the RFP document.
 - Submitted without appropriate EMD as prescribed herein.
 - Received without the appropriate power of attorney.
 - Containing subjective/ incomplete information.
 - Submitted without the documents requested in the checklist.
 - Non-compliant with any of the clauses stipulated in the RFP.
 - Having lesser than the prescribed validity period.
 - The EMD of all non-responsive bids shall be returned to the bidders.
- b. All responsive Bids will be considered for further processing as below.
- The Board will prepare a list of responsive Bidders, who comply with all the Terms and Conditions of the Tender. All eligible bids will be considered for further evaluation by a committee according to the Evaluation process define in this RFP document. The decision of the Committee will be final in this regard.

11.2. Criteria for Evaluation

11.2.1. Pre-qualification (PQ) criteria

Sl. no.	Qualifying Parameters	Eligibility Criteria
1	Registration	The bidder should be registered firm/company/ partnership/ LLP in India — Registered in India for past 10 Years as on 31-03-2026. Documentary Evidence: Relevant documentary proof (Certificate of incorporation, PAN and GST registration certificate) should be submitted.
2	Annual turnover and Net Worth	The Bidder must have an average annual turnover of INR 25 Crores or above in the last 3 Financial Years (FY 2022-23, 2023-24, 2024-25) from consultancy services only rendered in India.

		<p>The Bidder should have a positive net worth as on 31-03-2026</p> <p>Documentary Evidence:</p> <ul style="list-style-type: none"> • A certificate from Chartered Accountant with Unique Document Identification Number (UDIN) should be submitted. The turnover document without UDIN will be rejected without any show-cause. • Audited Financial Statements of the relevant years shall be submitted
3	Consulting Experience	<p>The bidder should have experience of working on Projects (PMU/PMC) related Waste- Water Management/ Solid Waste Management/ Pollution Control in last 10 years.</p> <ul style="list-style-type: none"> • Project value must be greater than INR 2 Cr <p>The Bidder should have experience of at least three completed or ongoing PMU/ PMC assignments in the last 10 years, each with a minimum consulting value of 2 Crore each, involving services similar to the ToR such as technical assistance, Project Planning and Monitoring, Procurement and financial management.</p> <p>Documentary Evidence: The Bidder should be able to submit following documentary evidence:</p> <ul style="list-style-type: none"> • Work Order or Contract Agreement <p>The bidder must provide details of the projects (as much as possible) for the evaluation committee to ascertain relevance.</p>
4	Number of Qualified Resources	<p>The Bidder should have 100 resources in advisory/ consulting Services (Professionals could be engaged by the firm).</p> <p>Documentary Evidence: A certificate from HR (on company's letterhead) of the bidder should be submitted.</p>
5	Blacklisting	<p>The bidder should not have been blacklisted / debarred by any Central/ State Government/ Public Sector Undertaking in India or by Lateral or multilateral agency like World Bank/ ADB as on the date of issue of RFP.</p> <p>Documentary Evidence: An Affidavit to this effect should be submitted.</p>
6	Bidding entity	<p>Only some bidders will be eligible for the bid.</p> <p>Consortium/Joint-Venture in any form will not be allowed.</p>

11.2.2. *Technical Qualification (TQ) criteria (Technical Score = TS)*

The evaluation committee constituted by the Board will carry out the evaluation of proposals based on the following evaluation criteria and points system. If required, specific clarifications may be asked from any or all bidder(s) at any stage. However, after the submission of the

proposal by the bidder, any supplementary / clarificatory document of a date later than the date of submission of proposal shall not be accepted.

Sl. no.	Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.	Marks	Total Marks
1.	Average annual turnover		
	<p>The Bidder must have an average annual turnover of INR 25 Crores or above in the last 3 Financial Years (FY 2022-23, 2023 - 24, 2024-25) from consultancy services only rendered in India.</p> <ul style="list-style-type: none"> • < 25 Cr - 3 marks • 25 Cr- 30 Cr- 4 marks • > 30 Cr- 5 marks 	5	5
2.	Prior Experience		
2.1	<p>Specific experience of the Consultant (as a firm) relevant to the Assignment:</p> <p>A) Prior experience of working in PMU / PMC / DMSC/ Management etc. related projects in Water, Waste Water , Solid Waste/ Air Quality Management Sectors in last 7 years {max 10 marks-2 marks for each Project}</p> <p>B) Similar geographical experience- Project in last 7 years in the State of Bihar shall be considered {max 05 marks- 1 Mark for each project}</p> <p>Note: Documentary proof of all relevant assignments (completed or ongoing) to be submitted</p>	15	15
3.	Approach and Methodology		
	Adequacy and quality of the proposed methodology, work plan and knowledge transfer in responding to the Terms of Reference (ToR)		
3.1	Technical Approach & Methodology for this assignment		
3.1.1	Approach & Methodology including the organization structure to be deployed to facilitate the progress for the engagement — max 10 marks	20	25
3.1.2	Work Plan — max 10 marks		
3.2	Presentation by the Consultant on the approach and methodology —max 2.5 marks		
3.2.1	Structure, content and relevance of the presentation –max 2.5 marks	5	

4	Key Experts' qualifications and competence for the Assignment		
	The number of points to be assigned to each of the positions shall be determined considering the educational qualification and professional experience / skill sets as indicated below.		
I	Team Leader of PMU <ul style="list-style-type: none"> • BE/ B.Tech in Civil/ Environmental Engineering or Post Graduate holder in Environmental Engineering/ Environmental Science/ Sustainability Management/ Natural Resource Management/ Climate Change Studies with more than 5 years of post- qualification professional work experience. – 4 marks • Should have minimum of 3 years in senior positions involving team leadership and engagement in project management assignments. — 4 marks • 1 mark would be awarded for each year of additional experience - max 4 marks 	12	
II	Water and Wastewater Expert <ul style="list-style-type: none"> • BE/ B.Tech in Civil/Chemical/Environmental Engineering or Post Graduate holder in streams of Civil/Chemical/ Environmental Engineering/ Environmental Science/ Public Health Engineering/ Water Resources Engineering/ Hydrology/ Sanitation Planning with more than 4 years of post-qualification professional work experience - 4 marks • Minimum of 2 years of experience of PMU projects Related to Environment/ Water Resource Management/ Water Pollution/ Air Pollution or related fields - 2 marks • 0.5 mark would be awarded for each year of additional experience- max 2 marks 	08	
III	Legal and Policy Expert <ul style="list-style-type: none"> • Graduate (LLB) or Post Graduate (LLM) in Law, or Post Graduate in Public Policy, Environmental Law, or Regulatory Governance with more than 3 years of post-qualification professional work experience. - 3 marks • Minimum of 2 years of experience in handling legal matter related to NGT/ Pollution Control/ Environment related disputes – max 2 marks • 0.5 mark would be awarded for each year of 	07	55

	additional experience- max 2 marks	
IV	<p>Contract Monitoring and Procurement Specialist</p> <ul style="list-style-type: none"> • Post-graduate in Finance/ Business Administration (MBA)/ Engineering/ Supply Chain Management/ Public Administration/ Economics with more than 4 years of post-qualification professional work experience. — max 3 marks • Minimum 2 years of experience of public procurement (Government/ semi government/ PSU Sector) in environment/ pollution control related projects. — max 1 mark • 0.5 Mark would be awarded for each year of additional experience - max 2 mark 	06
V	<p>Biomedical and Hazardous Waste Management Expert</p> <ul style="list-style-type: none"> • BE/ B.Tech in Chemical/ Environmental Engineering or Master's degree in Chemical Engineering/ Environmental Engineering / Environmental Science / Public Health Engineering / Waste Management / Environmental Management/ Bio-Chemical Engineering, Industrial Safety, or Toxicology with more than 4 years of post-qualification professional work experience- Max 4 marks • Should have a minimum of 2 years of experience of handling of Solid, Biomedical and Hazardous Waste / transportation of waste/ compliance with applicable regulations and working with government agencies/ ULBs or pollution control authorities - max 2 marks • 0.5 Mark would be awarded for each year of additional experience - max 2 mark 	08
VI	<p>Air Pollution Expert</p> <ul style="list-style-type: none"> • BE/ B.Tech in Civil/ Chemical/ Environmental Engineering or Post Graduate Degree in Environmental Engineering/ Environmental Science/ Environmental Management/ Chemistry/ Chemical Technology with a minimum of 4 years of post-qualification professional experience. - max 4 marks • Should have a At least 2 years of this experience should be in managing projects for Air Quality Management/ Environment Management/ Climate Change or similar relevant field - max 2 marks • 1 Mark would be awarded for each year of additional experience - max 2 mark 	08
VII	Public Outreach Expert	06

	<ul style="list-style-type: none"> • Postgraduate in Mass Communication/ Social Sciences/ Development Studies/ Public Relations /Management Journalism/ Corporate Communications/ or Rural Development with more than 2 years of experience in the domain - 3 marks • Specific experience in public outreach, IEC/BCC, or stakeholder engagement. Should be well-versed with communication strategies, awareness campaigns, community mobilization, and implementation of outreach activities- 2 marks • 0.5 Mark would be awarded for each year of additional experience - max 1 mark 	
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Note:

1. *All the resources will be full-time position with 100% deployment at the Bihar State Pollution Control Board, Patna, Bihar throughout the project duration.*
2. *Additional Professionals, if required will be taken from the Agency/ Firm and the payment would be on pro-rata basis quoted in the financial bid.*

11.3. Financial Bid Evaluation

- A fixed price fee to be quoted for the entire scope of work as “Selection of Project Management Unit for Providing Technical Assistance to the Bihar State Pollution Control Board, Patna (Prices quoted should be inclusive of all fees towards complete scope of work, all taxes, duties, levies, license fees, excluding GST and shall also include all expenses incurred for the execution of the contract such as travel expenses, transportation expenses, other expenses, office expenses, out of pocket expenses etc. along with margin. Conditional Financial Bid shall be out-rightly rejected.
- The grand total of Annual Cost as quoted in FORM 2 shall be considered as the quoted value for evaluation of financial bid.
- No adjustment of the contract price shall be made on account of any variations in cost of labour and materials or any other costs components affecting the total cost in fulfilling the obligations under the contract. The prices, once offered, must remain fixed and will be subject to escalation of 10% during the subsequent extension of the contract.
- In this phase, the Financial Bids of only those Bidder, who are technically qualified under Technical Evaluation as above under section 5.2.2., shall be opened.
- Formula to determine the scores for the Financial Bids shall be as follows:
 $SF = (FL / F) * 100,$
Where SF is the Financial Score
FL is the value of lowest Commercial Bid
F is the price quoted in the bid under consideration.

11.4. Combined Evaluation of Technical & Financial Bid:

- The Total score of the Bidder will be determined as under
Total Score (TS) = (0.7 x ST) + (0.3 x SF)
- The Bid of the Bidder, who obtains the highest TS value, will be rated as the best Bid.

In the event of a tie, the bid with the highest technical score (ST) will be rated as the best bid. Beyond that, Tendering Authority will decide the matter in its full discretion.

- e The Authority will award the Contract to the successful Bidder whose bid has been determined to be substantially *responsive* and has been determined as the best bid, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily. The Authority shall however not bind itself to accept the best bid or any bid and reserves the right to accept any bid, wholly or in part.

ANNEXURES

Annexure 1: Form -1 (Proposal Submission Letter)

(Should Be Scanned and Uploaded)

PROPOSAL SUBMISSION LETTER

(On the letter head)

(Location, Date)

To:

The Member Secretary,
Bihar State Pollution Control Board, Patna, Bihar
Parivesh Bhawan, Patliputra Industrial Area, Patna-800010

Dear Sir,

We, the undersigned, offer to provide the services under (RFP Name) to Bihar State Pollution Control Board, Patna, in accordance with your Request for Proposals vide no. _____ (RFP No) _____ (dated). We are hereby accordingly submitting our Proposal as per terms of this RFP.

We hereby declare that:

- All the information and statements made in this Proposal are true and we accept that any misrepresentation contained in this Proposal may lead to our disqualification by Board.
- Our Proposal shall be valid and remain binding upon us till the bid validity period.
- We meet the eligibility requirements as stated in RFP
- In competing for (and, if the award is made to us, in executing) the Contract, we undertake to observe the laws against fraud and corruption, including bribery as per RFP.
- Except as stated in the RFP, we undertake to negotiate a Contract based on the proposed Key Experts. We accept that the substitution of Key Experts for reasons other than those stated in RFP may lead to the termination of Contract negotiations.
- Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the assignment no later than the period mentioned in the RFP.

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

We remain,

Yours sincerely,

Authorized Signature {In full and initials}:

Name and Title of Signatory: _____

Name of Project Management Unit: _____

In the capacity of: _____

Address: _____

Contact information (phone and e-mail): _____

Annexure 2: Technical Proposal — Standard Forms

(Should Be Scanned and Uploaded)

Checklist of Required Forms

Required for Proposal (tick mark)	Form	Description
	TECH-1	Project Management Unit Organization and Experience.
	TECH-2	Description of the Approach, Methodology, and Work Plan for Performing the Assignment (Maximum 20 pages)
	TECH-3	Team Composition, Key Experts Inputs, and attached Curriculum Vitae (CV) (Not more than 4 pages for each proposed resource)

Annexure 3: Form Tech - 1 (Organization Details)

Project Management Unit Organization and Experience

Form TECH-1: A brief description of the Project Management Unit organization and an outline of the recent experience of the Project Management Unit that is most relevant to the assignment. The outline should indicate the names of the Project Management Unit

Key Experts who participated, the duration of the assignment, the contract amount, and the Project—Management Unit role/involvement

- A. Project Management Unit Organization
- Provide here a brief description of the background and organization of your company/partnership firm.
 - Include organizational chart, a list of Board of Directors, and beneficial ownership
- B. Project Management Unit Experience

List only previous similar assignments successfully completed/ on-going in the last 15 years as specified under Technical Evaluation criterion broadly in following categories:

Format for Experience is as follows:

Duration	Assignment name/& brief description of main deliverables / outputs	Name of Client & Address	Approx. Contract value (in Rs equivalent)/ Amount paid to your firm	Role on the Assignment
e.g., Apr 2019 to Mar 2020)	(e.g., “Improvement quality of ” Designed master plan for rationalization of ;}	(e.g., Ministry of..... , country)	Amount in Crore.	(e.g., Lead Partner in a JV A&B&C}
e.g., Apr 2020 to Mar 2021)	(e.g., “Improvement quality of ” Designed master plan for rationalization of ;}	(e.g., Ministry of..... , country)	Amount in Crore.	(e.g., Lead Partner in a JV A&B&C}

Annexure 4: Form Tech -2 (A&M)

Description of Approach, Methodology and Work Plan (Maximum 20 pages)

Form TECH-2: a description of the approach, methodology, and work plan for performing the assignment.

Suggested structure of your Technical Proposal:

- **Technical Approach and Methodology:** Please explain your understanding of the Objectives of the assignment, the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s) and the degree of detail of such output, the approach for mobilizing the proposed experts named in the bid, the approach for engaging as Project Management Unit.
- **Work Plan:** Please outline the plan for the implementation of the main activities/ tasks of the assignment, including mobilizing of proposed experts named in the bid, the content and duration of each activity, phasing and interrelations (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s). The work plan should be consistent with the Work Schedule.
- **Organization:** Please describe the structure and composition of your team, including the list of the Key Experts —Clearly reflecting the experts committed right from the start date.

Annexure 5: Form Tech -3 (CV Template)

(A brief description of the team composition and roles and responsibilities needs to be provided in addition to the CV)

<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto 10px auto;"> <p>Photo</p> </div> <p>(Add Photo — Delete this text)</p>	Name	(Full Official Name)			
	Proposed Position:	(The proposed designation)			
	Date of Birth	(Please use the following format only: 28 August 1978)			
	Education:	Degree (s)/ Diploma(s)	Institution	Year	
				From	To
	{(Degree name with specialization (if any))}	(Name of institution, Name of city where institution is situated)	{YYYY}	{YYYY}	
	(Add/ Delete rows if needed)				
<p>Employment Record</p>	Total Experience months)	{Total Work Experience in Years and Months, e.g., 10 years and 6 moths}			
	From	To	Company	Position Held	
	(MM, YYYY)	{MM, YYYY}	(Company Name, Name of city where you were posted)	(Designation in the company)	
	(Add/ Delete rows if needed)				
Brief Profile	(Enter data here)				
Countries of Work Experience	(Name of the country)				
<p>Languages</p>	Language	Speaking	Reading	Writing	
	{Name of Language, e.g., English, Hindi etc.)	{Yes/ No}	{Yes/ No}	(Yes/ No)	
	{Add/ Delete rows if needed)				
Work Undertaken that Best Illustrates Capability to Handle the Task Assigned {Add assignments and rows as per the text}					

Project/ Assignment: {Name of the project/ Assignment}
Month and Year (Start and end): (E.g., September2019— August 2020)
Location: (Name of the city, Name of the state)
Client: (Name of the Client)
Position held: (Position/ Designation as per the assignment)

Activities:

- (Mentions activities for which you were responsible in the project and "highlight" the key words that relates to the job description for your proposed position)
- (Add more sections if needed)

Project/ Assignment: (Name of the project/ Assignment)
Month and Year (Start and end): (E.g. September2019—August 2020)
Location: (Name of the city, Name of the state)
Client: {Name of the Client}
Position held: {Position/ Designation as per the assignment}

Activities:

- (Mentions activities for which you were responsible in the project and "highlight" the key words that relates to the job description for your proposed position)
- (Add more sections if needed)

Certification

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful described herein may lead to my disqualification or dismissal, if engaged

(Name of Candidate) Date: DD-MM-YYYY
Signature and name of key professional

Annexure 6: Form -2 (Financial Bid Format)

Form-2 will have to submitted in online and offline format and failure to comply the same with result in rejection of Bid

Sl. no.	Position	Resources (A)	Deployment Months (B)	Cost Per Month (INR) (C)	Total Amt. (INR) (A*B*C)
K1	Team Leader	1	24 Months		
K2	Water and Wastewater Expert	1	24 Months		
K3	Legal and Policy Expert	1	24 Months		
K4	Contract Monitoring and Procurement Specialist	1	24 Months		
K5	Biomedical and Hazardous Waste Management Expert	1	24 Months		
K6	Climate/ Air Pollution Expert	1	24 Months		
K7	Public Outreach Expert	1	24 Months		
				Sub-Total (INR)	
				GST as applicable	
Grand-Total [Including GST] (INR)					

Annexure 7: Form - 3 (Information and Dates)

Important Information and Details

Sl. no.	Particulars	Details
1	Name of the Firm	
2	Name and Designation of the Contact Person	
3	Address and Contact Details (E-Mail and Mobile No.) of the Contact Person	
4	Corporate website URL.	
5	Legal Status (Whether Company, Proprietorship, Partnership, Society/Trust etc.)	
6	Address of Head Office:	
7	Incorporation/Registration status of the Bidder	Submit In Incorporation/Registration Certificate <i>Page No. at which enclosed:</i>
8	Date of Incorporation/Registration	
9	Power of Attorney/ Board Resolution in the name of the Authorized signatory	<i>Page No. at which enclosed:</i>
10	Turnover in the Last 3 Years from consultancy services in India:	FY 2022-23: - FY 2023-24: - FY 2024-25: - Submit a CA Certificate with Unique Document Identification Number (UDIN) stating the above figures <i>Page No. in which CA Certificate has been enclosed: .</i> Also submit Audited Financial statements for all the FYs.
11	Net worth as on 31-March-2026	INR _____/ - Submit a CA Certificate stating the above figures <i>Page No. in which CA Certificate has been enclosed: _____</i>
12	PAN Number	<i>Page No. at which enclosed:</i>
13	GSTIN Number	<i>Page No. at which enclosed:</i>

14	A Notarized Affidavit stating that the firm has not been blacklisted by any Central/ State Government/Public Sector as on the date of RFP	<i>Page No. at which Affidavit has been enclosed:</i>
15	<p>The bidder should have directly provided/ have been Providing management consulting/ advisory services in PMU/ PMC related to Water/ Sewage/ Solid Waste Management.</p> <ul style="list-style-type: none"> • In last 10 years from issue date of this RFP • Project value must be greater than INR 2 Cr <p>Documentary Evidence: The Bidder should be able to submit following documentary evidence:</p> <ul style="list-style-type: none"> • Work Order/ Contract Agreement <p>The bidder must provide details of the projects (as much as possible) for the evaluation committee to ascertain relevance.</p>	<p>Prior Experience Certificates/ Letter of Award/Agreement etc. in support for the same (Page No. From _____ _____ at which enclosed</p>
16	Number of Qualified Resources: The Bidder should have 100 resources in advisory/consulting professional with them.	A certificate from HR (on company's letterhead) of the bidder should be submitted. <i>Page No. at which enclosed:</i>
17	The bidder should not have been blacklisted / debarred by any Central/ State Government as on the date of issue of RFP.	Self-certified undertaking by the authorized signatory of the bidder should be submitted.
18	One Copy of the whole of the RFP document (With Corrigendum, if any) with each page signed and stamped.	<i>Page No. at which enclosed:</i>

Annexure 8: Form — 4 (Power of Attorney)

(Power of Attorney or Board Resolution in favour of Authorized Representative)

(Note: To be executed on a non-judicial stamp paper of Rs. 100/- or more)

Know all men by these present that We (Name of the organization and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr/Ms (Name) son/daughter/wife of..... And presently residing at..... who is presently employed with us and holding the position ofas our true and lawful attorney (here in after referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things including to enter into negotiation, as are necessary or required in connection with or incidental to submission of our Bid for the RFP Reference No..... Dated.....

The attorney is fully authorized for providing information/ responses to the tendering authority, representing us in all matters before the tendering authority including negotiations with the tendering authority, signing and execution of all affidavits, undertakings and agreements consequent to acceptance of our bid, and generally dealing with the tendering authority in al (matters in connection with or relating to or arising out of our bid for the said tender.

AND we 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.

IN WITNESS WHEREOF WE,, THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS, DAY OF.....

For;

(Signature, name, designation and address)

Accepted

(Signature)

(Name, Title and Address of the Attorney)

Witnesses: 1. _____

2. _____

Annexure 9: Checklist for Technical Bid Submission

Instructions to Bidders:

1. Bidders must arrange their technical proposal in the same sequence as this checklist.
2. All pages of the proposal must be sequentially numbered.
3. Bidders must mention the exact Page Number where the supporting document is located.

Sl. No.	Particulars	Status	Reference Page No.
1.	Proposal Submission Letter (Annexure 1: Form – 1)	Yes/No	
2.	Technical Proposal — Standard Forms (Annexure 2)	Yes/No	
3.	Organization Details (Form Tech – 1) (Annexure 3)	Yes/No	
4.	Approach & Methodology (A&M) (Form Tech – 2) (Annexure 4)	Yes/No	
5.	CV Template (Form Tech – 3) (Annexure 5)	Yes/No	
6.	Financial Bid Format (Form – 2) (Annexure 6)	Yes/No	
7.	Information and Dates (Form – 3) (Annexure 7)	Yes/No	
8.	Power of Attorney (Form — 4) (Annexure 8)	Yes/No	
9.	Bid Document Fee (Receipt)	Yes/No	
10.	Tender Processing Fee (Receipt)	Yes/No	
11.	Earnest Money Deposit (EMD) (Receipt)	Yes/No	
12.	Certificate of incorporation, PAN and GST registration certificate	Yes/No	
13.	Average annual turnover of last 3 Financial Years (FY 2022-23, 2023-24, 2024-25) certified by chartered accountant with Unique Document Identification Number (UDIN).	Yes/No	
14.	Audited Financial statements for all the FYs	Yes/No	
15.	Prior Experience Certificates/ Letter of Award/Agreement etc.	Yes/No	
16.	Certificate from HR (on company's letterhead) of the bidder	Yes/No	
17.	Notarized Affidavit stating that the firm has not been blacklisted	Yes/No	