Request for Proposal

BISA hereby solicits a sealed proposal for the following service:

“Ground Truthing Survey of Potential Government Lands for Brackishwater Aquaculture in Odisha”

BISA requires to conduct a study on “Ground Truthing Survey of Potential Government Lands for Brackishwater Aquaculture in Odisha” under Odisha-WorldFish Project funded by the Fisheries and ARD Department, Government of Odisha by hiring a professional agency by BISA. The output will be used by the Department for the state policy decision purposes on brackishwater aquaculture development.

This Request for Proposal is open to all legally-constituted companies that can provide the requested services and have legal capacity to deliver in the country, or through an authorized representative.

I. About BISA and its Partnership with WorldFish in India

The Borlaug Institute for South Asia (BISA) is a non-profit international research institute dedicated to food, nutrition and livelihood security as well as environmental rehabilitation in South Asia, which is home to more than 300 million undernourished people. BISA is a collaborative effort involving CIMMYT and the Indian Council for Agricultural Research (ICAR). Please refer to this website for more information: http://bisa.org/.

WorldFish is an international, nonprofit research organization under CGIAR with headquarters in Penang, Malaysia, and offices in Asia, Africa, and the Pacific. WorldFish’s mission is to harness the potential of fisheries and aquaculture to reduce poverty and hunger in developing countries. Please refer to this website for more information: www.worldfishcenter.org

II. Terms of Reference (ToR):

1. Introduction to Odisha-WorldFish Project

BISA and WorldFish with the funding support from Fisheries & ARD Department, Government of Odisha is implementing a 5.5-year project – “Technical Collaboration for implementation of the Odisha Fisheries Policy-2015”. The project period is July 2016 to
March 2022. The overall goal of the project is to achieve “sustainable aquaculture and fisheries sector in Odisha, India, creating employment, stimulating inward investment and contributing to State goals for reducing malnutrition among vulnerable and marginalized communities, particularly women and children”.

The project objectives are to (i) sustainably increase inland aquaculture productivity and production; (ii) improve the business environment for private investment in aquaculture; (iii) improve domestic fish marketing and improve impact of fish on human nutrition in the state, especially, among vulnerable groups in urban and rural areas; (iv) support for improving the planning and management of existing inland natural aquatic resources for aquaculture; and (v) enhance public and private sector capacity for sustainable management of sectoral growth.

Fisheries and ARD Department in collaboration with ORSAC (Odisha Space Application Center) has prepared a GIS map of potential government lands in coastal areas for promotion of brackishwater aquaculture. In total, 60,487 plots spread over 37,573.38 Acres has been identified as suitable lands for promotion of brackishwater aquaculture. The FARD Department has requested Odisha-WorldFish-BISA project to take up Ground Truthing of the lands of more than 1 Acre size in Phase 1 during 2021 as per the Government approved Work Plan of the project. In total, there are 5,747 plots of more than 1 Acre size and are spread over an area of 26,074.35 Acres in 9 districts of the state namely: Ganjam, Khorda, Puri, Jagatsinghpur, Kendrapara, Jajpur, Cuttack, Bhadrak and Balasore. Among these, Jajpur and Cuttack are inland districts with only 25 plots of more than 1 Acre size spread over 64.44 Acres.

It is proposed conduct “Ground Truthing survey of Potential Government Lands of more than 1 acre size spread over 5,747 plots with a total area of 26,074.35 Acres in 9 Districts of the state for Brackishwater Aquaculture in Odisha” by hiring a professional agency by BISA. The output will be used by the Department for the state policy decision purposes on brackishwater aquaculture development.

2. Scope of Work and specific activities

The scope of work will include undertaking “Ground Truthing survey of Potential Government Lands of more than 1 acre size spread over 5,747 plots with a total area of 26,074.35 Acres in 9 Districts of the state for Brackishwater Aquaculture in Odisha” and submission of a detailed report on this study. The detailed activities are:

- Prepare a survey format in consultation with concerned officials of Odisha-WorldFish project and Department of Fisheries, Odisha.
- Train the survey assistants selected from pool of retired Amins of Revenue Department and local educated youth for data collection.
- Undertake ground truthing survey in each district in consultation with local District Fisheries Officer and local Revenue and other line Department officials.
- Cross-check and validate the collected data from each plot with a random sample size of about 10% of total plots.
• Present the draft detailed report on this Ground Truthing Survey for presentation before the FARD Department, ORSAC and Odisha-WorldFish officials and take their feedback for necessary improvisation and finalisation of the report.

• Submit final report on this Ground Truthing Survey to Odisha-WorldFish Project.

Note:

1. Briefing meeting cum finalization of the survey plan – 1 day at BISA-WorldFish Project office, Directorate of Fisheries, Cuttack.

2. The agency is expected to hire retired Amins (village revenue land survey officer) and other assistants with appropriate qualification and travel to different districts of Odisha to conduct the ground truthing survey.

3. Debrief meeting for finalization of the survey report - 7 days at BISA-WorldFish Project office, Directorate of Fisheries, Cuttack.

Kindly note, for the above survey work, the agency will share the concept, work plan and framework of the final report with BISA and only after due approval of BISA those should be finalized.

3. Deliverables


2. Completion of the training to retired Amins and survey assistants on ground truthing survey of GIS maps and submission of the detailed report on the same.

3. Draft report with Data sets and initial analytical results on Ground Truthing survey of Potential Government Lands for Brackishwater Aquaculture in Odisha.


4. Reporting

The agency will report the progress of the assignment to BISA on Monthly basis.

5. An undertaking transferring copyrights of all the datasets and photographs to BISA.

6. Payment

a) 20% payment on submission of the Detailed Work Plan on for conducting Ground Truthing survey of Potential Government Lands for Brackishwater Aquaculture in Odisha with timeline and milestones.

b) 30% payment upon completion of the training to retired Amins and survey assistants on ground truthing survey of GIS maps and submission of the detailed report on the same.
c) 30% payment Upon submission of Draft report with Data sets and initial analytical results on Ground Truthing of Potential Government Lands for Brackishwater Aquaculture in Odisha.
d) 20% balance payment Upon submission and acceptance of Final report with data tables and raw data sheet on Ground Truthing of Potential Government Lands for Brackishwater Aquaculture in Odisha and its approval by BISA

7. Timeline and Budget
The agency is expected to complete the assignment by 31st May 2021.

8. Service and facility to be provided by BISA:
• BISA in consultation with Fisheries & ARD Department, Government of Odisha will provide ORSAC developed GIS map of potential brackishwater government lands in Odisha and other project related documents for planning and conducting the survey.

9. Terms of contract
• The agency will share all the data and photographs (in both soft and hard copies).
• All original database and photographs will have copyrights of BISA only and should be submitted to BISA for future use.

The agency will not use, reproduce or otherwise disseminate in any form or authorize others to use, reproduce or disseminate any part or in full documentation (database, still photographs, GPS coordinates etc) without prior written permission and consent from BISA.

III. Content of Proposals
Proposals should be submitted either personally or through courier services in a sealed envelope (both technical and financial proposals should be submitted in separate sealed envelopes within a master sealed envelope titled “Ground Truthing Survey of Potential Government Lands for Brackishwater Aquaculture in Odisha”) to the following address:

The Project Manager
BISA-Odisha-WorldFish Project
Directorate of Fisheries
Campus of the Directorate of Animal Husbandry and Veterinary Services
Mangalabag, Cuttack – 753001
Odisha

Proposals must contain:

a) Technical proposal, in response to the requirements outlined in the service requirements / TORs.
b) Financial proposal, to be submitted strictly in accordance with the price quotation form.
c) Corporate Documents of the Vendor – Copy of PAN Card, GTSIN, Cancelled Cheque, Address Proof, ID of Legal Representative, Letter of Incorporation/ Registration
d) Balance sheet and IT return copies of last 3 years

e) Relevant experience with documentary evidence on undertaking such ground-truthing survey works of Government schemes/programs/activities in various parts of India and especially in Odisha. This may include MGNREGA and other schemes under Fisheries, Agriculture, Livelihoods, Irrigation & Water resources, Rural infrastructure, Swachh Bharat mission etc. Supporting documentation in relation to major projects executed in the last 3-5 years needs to be attached.

f) Both technical and financial proposal must be signed by the bidding company’s relevant authority and submitted in PDF format.

IV. Instructions for Submission

Proposals should be prepared based on the guidelines set forth in Section III above, along with a properly filled out and signed price quotation form, are to be sent by courier/hand to the following address:

**The Project Manager**  
**BISA-Odisha-WorldFish Project**  
**Directorate of Fisheries**  
**Campus of the Directorate of Animal Husbandry and Veterinary Services**  
Mangalabag, Cuttack – 753001  
**ODISHA**

The deadline for submission of quotations is **March 05, 2021 (Friday)**

Any proposal submitted will be regarded as an offer by the bidder and does not constitute or imply the acceptance of any proposal by BISA. BISA is under no obligation to award a contract to any bidder as a result of this RFQ.
**FINANCIAL PROPOSAL FORM** (on company letterhead with sign & stamp)

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<th>RFQ No.</th>
<th>RFQ/BISAWF/2021/01</th>
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Name of the Bidder

Date of Quotation

Price Quotation (Total Cost including all tax / GST) – Detailed costing with breakup of GST and any other applicable charges should be given clearly

INR (Amount in figures and words)

Validity of Quotation

*The quotation shall be valid for a period of at least 6 months after the submission deadline.*

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<th>Description</th>
<th>Rate (INR)</th>
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<td><strong>Total Cost</strong></td>
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- Quoted rates must be **inclusive of all taxes** *(GST % being charged should be mentioned)*

**Vendor’s Comments, if any:**

Note:

1. We hereby declare that our tender is made in good faith without collusion or fraud and the information contained in the tender is true and correct to the best of our knowledge & belief

2. The financial proposal submitted by us is subject to the modification resulting from contract negotiation, up to the expiration of the validity period of the proposal.

Signature

(Date and Place)

(Name and Title)