

**Government of Telangana
Forest Department**

Notice for Expression of Interest for conducting a
"Study to strengthen Joint Forest Management in Telangana State".

The Prl. Chief Conservator of Forests (HoFF), Telangana Forest Department Proposes to carry out a "Study to strengthen Joint Forest Management Committees (VSS) by developing a Human Resource and Organisation Development Based Approach to increase the effectiveness of Joint Forest Management in Telangana State".

For undertaking this study proposals in sealed cover are invited from Agencies /Organisations / Government/Semi-Government/ Public /Private Sector Organisations having proven track record in undertaking such studies in Forestry.

- 1 The agency should have the experience of at least three years in conducting Forestry related studies.
- 2 The agency should have annual minimum turnover of Rs.1.00 crore each during the last three years.

Interested agencies may send their detailed profile or proposals **before 17.00 hours by 20th July, 2016.**

The brief concept and the proposals along with the TOR can be down loaded from website of **forests.telangana.gov.in**.

Sd/- P.K.Sharma,
Prl.Chief Conservator of Forests (HoFF)

//t.c.b.o.//

Superintendent

**Government of Telangana
Forest Department
Aranya Bhavan, 5th Floor, Saifabad, Hyderabad – 500 003.**

Expression of interest for a "Study to strengthen Joint Forest Management Committees (VSS) by developing a Human Resource and Organisation Development Based Approach to increase the effectiveness of Joint Forest Management in Telangana State".

Eligibility Criteria

- 1 The agency should have the experience of at least three years in conducting Forestry related studies.
- 2 The agency should have annual minimum turnover of Rs.1.00 crore each during the last three years.

General Instructions

- 1 Award of Consultancy shall be on the basis of selection process by the Committee approach for the purpose. The department reserves the right to reject any proposal, if the material misrepresentation is discovered or the applicant firm does not provide the response sought by the Department within the stipulated period. The decision of the Department regarding the selection is final and binding.
- 2 Based on the qualifications, the applicant firms will be shortlisted and invited for a discussion on the requirements to be incorporated in the concept plan. Shortlisted firms will be posted on the website **of forests.telangana.gov.in.**
- 3 The expression of interest along with the pre-qualification document duly filled, stamped and signed should reach the Prl. Chief Conservator of Forests (HoFF), Aranya Bhavan, 5th Floor, Saifabad, Hyderabad – 500 004 **before 17.00 hours Wednesday the 20th July, 2016.**

**Pri. Chief Conservator of Forests Telangana State Forest Department
Expression of interest & Application for prequalification**

A. General

Name of the firm & Year of establishment :

Address of the registered office along with contact person :

Phone

Fax

Email

Cell Phone

Registration Details :

- Name of the Principle with other personal details :
- Details of Project Handled :
 - 1) Details of the completed projects
 - 2) Details of the ongoing projects

B. Organization Capabilities: A written supplementary document presenting supporting.

Information on the capacity of the parties to fulfill their proposal including staffing and staff skills, past experience, examples of past work and references with contact details.

C. Price/ Cost Proposal: A separate cost proposal that presents the financial structure of the parties proposal with sufficient detail to allow evaluation of elements of costs proposed.

A . Organizational capacity and Relevant Experience

- a). General capacity to perform the project
- b). Relevant experience
- c). Reputation of organization and team

D. Statement of proposed HR & OD based Methodology

- a) Well defined objectives
- b) Clarity of methodology
- c) Scheduling of activities

E. Staffing/team composition

- a) Proposed team structure – List of experts involved along with profile
- b) Principal consultant
- c) Other key personal

F. Cost - - Tentative budget

- a) Transparency
- b) Completeness and detail
- c) Appropriate budget lines
- d) Verifiable charges
- e) Budget explanation
- f) Overall cost

SELECTION PROCESS:

A. Interested parties short list

- a) TSFD will prepare a short list of interested parties after reviewing and ranking proposals by a Committee so designated.

B. Proposal acceptance

- a) TSFD will notify the successful interested parties in writing

C. Contract preparation

TSFD will negotiate details of a final contract with the interested parties after acceptance of the interested parties design and cost proposals.

Sd/- P.K.Sharma,
Prl.Chief Conservator of Forests (HoFF)

//t.c.b.o.//

Superintendent