



Request for Proposal (RFP)

Name of Work: RFP for Hiring a Consultant for Obtaining NoC from Central Ground Water Development Authority (CGWA) and Conducting Water Audit



INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR TENDERING

IIM Kashipur invites quotations in sealed cover from qualified and experienced consultants to submit proposals for assisting in obtaining the required No Objection Certificate (NOC) from the Central Ground Water Development Authority (CGWA) and conducting a comprehensive water audit for IIM Kashipur facilities. The selected consultant will be responsible for ensuring full compliance with the applicable legal and regulatory requirements concerning groundwater abstraction and management and will also evaluate and improve the water use efficiency of the facility.

NIT No	IIMKASHIPUR/PROJECT/NIT/16/2024-25
Name of Work	RFP for Hiring a Consultant for Obtaining NoC from Central Ground Water Development Authority (CGWA) and Conducting Water Audit
Location	IIM Kashipur (UK).
Estimated cost put to bid	Rs.1,50,000/-
Earnest Money	Rs. 3000/-
Stipulated Period of Completion of work	6 months
Last date of submission of bid and other documents as specified in the bid document.	10 Dec 2024 at 1100hrs hrs. Any changes to the schedule will be notified on the Institute's website.
Time and date of opening of Bid	10 Dec 2024 at 1130 hrs. Any changes to the schedule will be notified on the Institute's website. If the date is a holiday, the next working day will be the opening date of the tender.
Bids/queries to be addressed to	ENGINEER-IN-CHARGE
Postal address for sending the Bids	ENGINEER-IN-CHARGE INDIAN INSTITUTE OF MANAGEMENT, KASHIPUR KUNDESHWARI, KASHIPUR, DIST. UDHAM SINGH NAGAR, UTTARAKHAND (INDIA) PIN – 244713 Website: www.iimkashipur.ac.in
Name/Designation of the contact personnel	ENGINEER-IN-CHARGE
Telephone numbers of the contact personnel	91-7088270882,7900444090 / 701
e-mail ids of contact personnel	engineering.department@iimkashipur.ac.in

Scope of Work

2.1. Assistance in Obtaining CGWA NoC

The consultant will be required to:

- Assess the facility's groundwater extraction needs and submit the necessary documentation to the CGWA for obtaining the NoC.
- Prepare and submit all application forms, supporting documents, and technical details to CGWA as per the latest guidelines.
- Facilitate communication between IIM Kashipur and CGWA, including responding to any clarifications, objections, or queries raised by CGWA.
- Ensure timely submission and follow-up until the NoC is granted.

2.2. Water Audit

The consultant will be required to:

- Conduct a detailed water audit to assess current water consumption, sources, and usage efficiency at the IIM Kashipur facilities.
- Evaluate the water balance at the site, including groundwater extraction, surface water usage (if any), and wastewater management.
- Recommend strategies for water conservation and improved water-use efficiency based on the audit findings.
- Provide a detailed report of the audit findings, including a cost-benefit analysis of the suggested improvements.

3. Eligibility Criteria

The consultant should:

1. Have at least 3 years of experience in environmental consulting, specifically in water management and obtaining regulatory approvals such as CGWA NoC.
2. Be familiar with the latest CGWA regulations and water management best practices.
3. Have successfully completed at least three similar projects.
4. Be registered with the CGWA (Central Ground water Authority) to groundwater management.

5. Proposal Submission Requirements

Interested consultants are required to submit the following:

1. Technical Proposal:
 - A detailed understanding of the scope of work.
 - Methodology and approach for obtaining the NoC and conducting the water audit.
 - Team composition, roles, and relevant qualifications.
 - Timeline for project completion, including milestones for both NoC acquisition and water audit.
2. Financial Proposal:
 - A clear breakdown of costs, including professional fees, travel expenses, document preparation fees, and any other associated costs.
 - Payment terms and schedule.

3. Previous Experience:

- Case studies of similar projects handled in the past, highlighting key achievements.
- Client references and contact details.

General terms and conditions: -

1. The consultant is solemnly responsible for obtaining CGWA permission for the of NOC.
2. The report should be as per the latest SOP and a consultant should do any revision asked for by CGWA at no extra cost
3. To guide and prepare all necessary documents; however, whatever you need documents, or as necessary help will be provided to you.
4. To fill up / provide all CGWA forms and formalities for the NoC.
5. If required to enhance RWH activity, to guide and coordinate to us.
6. Your consultancy charge would be with all expenses; nothing another will pay you.
7. Government fees / Levy etc. should be paid by the Department.
8. Follow-up or inquire with CGWA should be made by the consultant.
9. The consultant has requested to take our site visit.
10. We could not make any other payment except the consultancy charge.
11. You will need to give a time limit for work completion; however, if the need arises to extend the time, it will be on our mutual understanding.
12. You will need to produce an acknowledgment receipt for the paid Government fees/levy.
- 13.. Payment Terms: 100% after NOC is obtained from CGWA or as decided by the competent authority of IIM Kashipur.

Bill of Quantity

Subject:- RFP for Hiring a Consultant for Obtaining NoC from Central Ground Water Development Authority (CGWA) and Conducting Water Audit

Sr No	Description	Qty	Rate excluding GST (Rs.)	GST as applicable (Rs.)	Total Rate = (4)+(5) (Rs.)
(1)	(2)	(3)	(4)	(5)	(6)
1	Rate for conducting Water Audit and consultation in obtaining the NoC from the CGWA	Lump Sum			
	Total				

Date:

Seal and Signature of the Agency

Place