



**Department of Tourism  
Government of Odisha**

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**Date: 29.08.2022**

**REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF AGENCY(S) FOR SETUP,  
OPERATION AND MANAGEMENT OF ECO RETREATS AT MULTIPLE  
LOCATIONS IN ODISHA FOR A PERIOD OF 4 YEARS (2022 – 2026)**

Department of Tourism (DoT) invites proposals from prospective applicant(s) for Request for Proposal (RFP) for Selection of agency(s) for setup, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022 – 2026) in accordance with the conditions and manner prescribed in the Request for Proposal (RFP) document.

The Proposals should be submitted by interested parties to the Director Tourism, Paryatan Bhawan Lewis Road, Bhubaneswar-751014 on or before 21.09.2022 upto 15:00 Hrs. The detail terms of RFP may be downloaded from our website: <https://dot.odishatourism.gov.in/?q=tender>.

Sd/-

**Director & Addl. Secretary to Govt.**

**Request for Proposal (RFP)  
for  
Selection of agency(s) for setup, operation and management  
of Eco Retreats at multiple locations in Odisha for a period of  
4 Years (2022 – 2026)**



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**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**Disclaimer**

The information contained in this RFP document or subsequently provided to Bidder(s) whether verbally or in documentary form by or on behalf of the Department of Tourism, Govt. of Odisha. or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP Document and all other terms and conditions subject to which such information is provided.

This RFP Document is not an agreement and is not an offer or invitation by the Tendering Authority to any party other than the bidder who are qualified to submit the Bids ("Bidders"). The principle of this RFP Document is to provide the Bidder(s) with information to support the formulation of their Proposals. This RFP Document does not purport to contain all the information each Bidder may entail. This Document may not be apposite for all persons, and it is not possible for Tendering Authority, its employees, or advisors to consider the investment objectives, financial situation, and needs of each Bidder who reads or uses this RFP Document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this Document and where necessary obtain independent advice from appropriate sources. The Tendering Authority, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this Document. The Tendering Authority may in its absolute discretion, but without being under any obligation to do so, update, improve or supplement the information in this RFP Document.

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**REQUEST FOR PROPOSALS**

**Table 1  
RFP Schedule**

<b>Office of issue</b>	<b>Department of Tourism, Government of Odisha</b>
Date of issue	30.08.2022
Last date of receiving queries in e-mail ID's <a href="mailto:info@odishatourism.gov.in">info@odishatourism.gov.in</a> and <a href="mailto:pmu@odishatourism.gov.in">pmu@odishatourism.gov.in</a> as per <b>Annexure-XIV</b>	07.09.2022 ; 05:00 PM
Pre-bid meeting (through Video Conferencing-link will be shared later)	08.09.2022 ; 03:30 PM
Last date and time for submission of bids	21.09.2022 at 3:00 PM
Date and time for technical bid opening (through Video Conferencing-link will be shared later) .	21.09.2022 at 4:00 PM
Date, time and venue for: Technical presentation and Financial bid opening	Will be intimated later

**Director Tourism, Government of Odisha** invites proposals from reputed eligible agencies/ -up, operations & management of **Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022 – 2026)**

Interested bidders may download the RFP document from tender section of Department of Tourism, Government of Odisha website –

<https://odishatourism.gov.in/content/tourism/en/dot/quickLinks/tender.html>

Interested bidders must satisfy all eligibility criteria stated in **Clause 9** of this document.

**Interested bidders must visit the sites and get familiarised with the sites before bidding for the project.**

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**1. INTRODUCTION**

- 1.1 Department of Tourism (hereinafter referred to as “DoT” or “Authority” or “Department”) aims to develop Odisha as one of most preferred tourist destinations in India. Concerted efforts are being put in place by DoT to position the state prominently in the domestic and international tourist source markets. In this background, DoT has introduced ECO RETREAT – a GLAMPING (glamorous camping) project in Odisha during 2019-20. The first Eco Retreat was organised at Ramchandi Beach in Konark between Dec. 2019 to Feb. 2020, the second edition was organised at multiple locations between December 2020 to Feb. 2021 and the third edition was organised at multiple locations between December 2021 to March 2022. The event provided accommodation in luxury tented cottages, associated facilities such as restaurant & bar, conferencing facilities, land / water sports activities and other facilities. All the editions were highly successful with record occupancy and evolved as a distinct tourism brand.
- 1.2 To capitalise on the encouraging response and success of first, second and third editions of Eco Retreat projects, DoT has decided to organise Eco Retreat for another two more beautiful destinations (as defined in Table 2) for 4 years,i.e., for the period 2022-26.

**Table 2  
Eco-Retreat 2022-2026–Destinations, Project sites and Project duration**

<b>Site No.</b>	<b>Destination</b>	<b>District</b>	<b>Project location</b>	<b>Project location on Google Map</b>	<b>Annual project duration</b>	<b>Tentative Project Start Date (of every year)</b>
<b>Site 1</b>	Sonapur	Ganjam	Sonapur Beach	Annexure – X	90 days	15 <sup>th</sup> November
<b>Site 2</b>	Putsil	Koraput	Putsil	Annexure – X	90 days	15 <sup>th</sup> November

- 1.3 Accordingly, DoT invites application from reputed and experienced agencies for setup, operation, management, maintenance, promotion and marketing of Eco Retreats at above sites for a period defined in Table 2 for “Eco Retreat every year for a period of 4 years starting from 2022” (hereinafter referred to as “Eco Retreat” or “Project”).
- 1.4 Duration of Eco Retreat and tentative start date for each year at the selected destinations is mentioned in Table 2.
- 1.5 The Operator(s) hereinafter referred as “Operator” or “Bidder” or “Agency” for Eco Retreat for four years starting from 2022 would require benchmarking facilities, products and services against the quality offered in first, second and third edition of Eco Retreat. Glimpses of the previous editions of Eco Retreat project is given at **Annexure-XIII**.

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**2. SCOPE OF WORK**

The scope of work for this assignment for bidders shall include (but not limited to) the following:

- 2.1 The Operator(s) shall conceive, set-up, operate, maintain, manage, and market the Eco Retreat project site (hereinafter referred to as "Eco Retreat project site" or "project") for the site 1 and site 2 as defined in Table 2.
- 2.2 Operator shall arrange all accommodation facilities, amenities, furniture, and other required infrastructure for operation of the project. After completion of the project, Operator shall dismantle and remove all temporary accommodation and other infrastructure for each site.
- 2.3 Operator shall develop conceptual plan, layout plan, working drawings and specifications for site 1 and site 2. The specifications and design of the tent city may require to be modified as per the local needs and as per the directions of DoT.
- 2.4 Operator shall setup and manage temporary structures (tented cottages, restaurants, conference hall, reception area, etc.) as applicable for interior and exterior furnishing, as necessary and in conformity with DoT in compliance with Bill of Quantity / Minimum Development Obligation (MDO) as specified in this RFP in **Annexure-IX**.
- 2.5 Operator shall execute within the project site water supply, plumbing, sanitation, drainage, by complying with benchmark quality standards, applicable environmental guidelines and safety norms.
- 2.6 Operator shall execute the project maintaining the locational aesthetics, safety and a consistent theme, under approved terms as specified in this RFP.
- 2.7 Operator shall operate, maintain and manage the project facility including, front office, kitchen, restaurant, room service, maintenance of toilets, drinking water facility, water supply, electricity supply, cleanliness, scientific waste disposal, security, upkeeping of the structures, etc.
- 2.8 The quality of service (including stay and F&B) shall be at least at par with any 3-star Category hotel. Operator shall depute skilled & trained manpower, as necessary to provide quality experience to guests.
- 2.9 Operator shall provide necessary plans and provisions for power back-up, energy efficient power supply at the sites to ensure zero power outages. Operator shall comply with highest quality and safety standards of electrical items and equipment with adequate safety measures to prevent any electrical short circuits and mishaps.
- 2.10 Operator shall obtain and comply with all statutory approvals, apply for No Objection Certificates as necessary for the set-up, operation, maintenance, marketing and promotion of the project.
- 2.11 Operator shall ensure emptying of soak pits on regular basis or as per requirements for the entire system pertaining to tents and other relevant structures (by mechanical means only). Such disposal, maintenance and cleanliness would be in the scope of



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work of Operator(s) at each site and shall be executed as per applicable local district administration guidelines.

- 2.12** The sludge tank capacity shall be adequate as per the requirements of each site and the machines shall have standard capacity vacuum pump. The suction machines will be used daily in 2-3 shifts for cleaning of drains /soak pits /septic tanks in the project area managed by Operator.
- 2.13** Operator shall deploy CCTV(s) at all important points of the project site for 24X7 surveillance and take preventive measures to ensure and staff safety.
- 2.14** Operator shall adhere to all relevant guidelines and SoPs issued by Government from time to time in facility design, management and operations.
- 2.15** Operator shall have an isolation room with basic amenities following the applicable COVID-19 protocol.
- 2.16** Operator may promote and market the project to improve the occupancy and avail the incentives as indicated in Table 4 – Incentive Mechanism. The operator shall submit details of promotional activities undertaken by them to avail the incentives along with occupancy details. Operator shall provide requisite marketing and branding strategy, to promote the project. Efforts shall be made to have common / coherent branding and promotion strategy / material for all Eco Retreat sites operational during the project period.
- 2.17** Operator shall accept and implement the changes suggested by DoT to the project concept and set-up at no extra cost to DoT.
- 2.18** Operator shall be responsible for such other responsibilities which are not covered in scope of work mentioned in this RFP, but found essential for successful operation of the project, without any extra cost to DoT.
- 2.19** Operator shall comply with the applicable standards of fire safety and install adequate fire handling equipment. The operator shall obtain Fire Safety Certificate from the competent authority and share a copy of the same with DoT.
- 2.20** Operator shall deploy a qualified and experienced Fire Safety Officer at each site to prevent and to deal with fire hazards or any safety related incidents during the project. Safety officer shall train all relevant staff regularly on general safety protocols, fire safety procedures and handling emergency situations. Videography of the training and periodic mock drills shall be made and submitted to DoT from time to time.
- 2.21** The operator shall be required to set up tents with basic facilities / amenities (as prescribed in the BoQ attached in Annexure-IX) for on site stay of personnel belonging to Departments of Police, Fire, Electricity, etc.
- 2.22** The operator shall be required to set up tents with dormitory and basic amenities for drivers / helping staff accompanying the guests as prescribed in the BoQ.
- 2.23** A separate food menu for the aforementioned two categories (as prescribed in 2.21 and 2.22) will be as prescribed in the BoQ, and separate quote shall be made for the same by the bidder.

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**2.24** Since the engagement is for a period of 4 years the operator shall introduce / induct new services, activities, etc. as per the requirement from time to time for which payment will be made on mutual consent.

**Note:**

- i. DoT reserves the right to suitably alter the scope of work/ incentive mechanism anytime during the contract period, to factor the extant/ unforeseen need/ requirement.
- ii. Exact dates of operation of Eco Retreat for both the sites for each year shall be decided with mutual consent of DoT and the Successful Bidder
- iii. While the destinations of the Eco Retreat will not change during the tenure of the project period, external and / or natural factors may render the selected site unsuitable for organising the Eco Retreat. In such a situation, DoT and the Selected Bidder will jointly finalise suitable site for the same destination.
- iv. Increase or decrease in the number of cottages at a particular site for a particular year may be done with the mutual consent of DoT and the Selected bidder.

### **3. OBLIGATIONS OF DOT:**

The obligations of DoT are as follows:

- 3.1** DoT shall handover the project sites at 2 Eco Retreat destinations to the preferred bidder(s) on "as is where is" basis.
- 3.2** DoT will provide access, water supply connection and power supply connection at a designated point at each site. Further, extension of such utilities (including fittings and cabling) will be done by the Operator(s).The energy consumption charges shall be paid by DoT.
- 3.3** DoT shall designate an open area marked for parking of private and government vehicles nearest to the entry of each site.
- 3.4** DoT shall assist in providing administrative support in getting approvals. DoT shall obtain NOC from OCZMA, Forest Department and WR Dept wherever applicable
- 3.5** DoT shall provide its booking engine and related IT infrastructure to Operator (s) for routing bookings. All bookings have to be made through booking engine designated by DoT for the purpose.
- 3.6** DoT shall augment promotion of the project through digital and other media.
- 3.7** DoT shall approve the concept submitted by selected operator and exercise overall control and supervision of the project.
- 3.8** DoT shall assist in overall safety and security through local police and related authorities.

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#### **4. MINIMUM DEVELOPMENT OBLIGATIONS (MDO)**

- 4.1 The Operator shall be required to provide the listed minimum infrastructure / minimum development obligation (MDO) / Bill of Quantity against each site(s) as detailed in **Annexure-IX**.
- 4.2 For the fulfilment of MDO the operator shall NOT be allowed to sub-let the core activities and services - Room Service, House Keeping, Front Office, other similar service as prescribed in this RFP.
- 4.3 However, operator is allowed to sub-let services and facilities such as restaurant operations, bar, spa, activities, etc. to meet the requirements under this RFP. However, the service levels, especially of the restaurant shall be at least of 3 Star Category Hotel.

#### **5. FORCE MAJEURE**

Neither the Operator nor DoT shall be liable to the other for any loss or damage occasioned by or arising out of acts of God such as unprecedented flood, volcanic eruption, cyclone, tsunami, earthquake or other convulsion of nature and other acts such as but not restricted to invasion, the act of foreign countries, hostilities, or war-like operations before or after declaration of war, rebellion, military power which prevent performance of the assignment and which could not be foreseen or avoided by a prudent person.

#### **6. TERMINATION OF THE CONTRACT**

- 6.1 In case of deficiency or non-fulfilment of obligations as per the scope of work, DoT shall serve a notice to the concerned operator to rectify / fulfil the obligations within a period 3 days to cure the defect, failing which DoT shall be at the liberty to execute the work through any other agency at the cost of the operator, in addition to the right of DoT to cancel the contract.
- 6.2 DoT reserves the right to terminate the agreement in case of deficiency in services or poor performance of the operator at any point of time. For this, DoT shall intimate the operator by 30<sup>th</sup> June of corresponding year. In this respect, the view of DoT about the performance is final and binding.
- 6.3 Any change in BoQ envisaged by DoT for the year shall be communicated to the operator by 30<sup>th</sup> June of corresponding year.
- 6.4 DoT reserves the right to drop any location during the contract period at no cost to DoT, with prior intimation to the Operator, by June of every year, which may necessitate termination.

#### **7. PENALTY**

- 7.1 Failure in fulfilment of performance as indicated in Clause 6 above shall warrant the following:
- 7.1.1 Forfeiture of Performance Bank Guarantee in case of failure to successfully perform / complete the deliverables as per the MDO and / or in case of any midway unilateral withdrawal from the contract.
- 7.1.2 Bidder shall be blacklisted from bidding for any Contract/ Tender/ EoI /RFP with Department of Tourism, Government of Odisha for a period of 3 years.

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**7.2** On account of circumstances beyond the control of the operator like natural calamities and any other unforeseen events and upon formal notification by the appropriate authority, DoT may give extended time to the operator to complete the activities and in such a case will not hold up the payment that is due for that particular stage.

**8. PAYMENT SCHEDULE**

**8.1** DoT will pay the yearly quoted amount to the preferred bidder, for each site, as specified in the financial bid, as per the schedule mentioned in Table 3.

**Table 3  
Payment Schedule**

Sl.	Milestone	Modalities for payment	Percentage of total payable amount
1.	Mobilisation of material at site	Against submission of Bank Guarantee and based on inspection and verification by DoT	30%
2.	Erection of all Set up for start of the event	Based on inspection and verification by DoT	25%
3.	Mid-term of Operations	Based on mid-term evaluation by and satisfaction by DoT	25%
4.	Completion of Project and dismantling of Set up	Based on concluding evaluation by and satisfaction by DoT	20%

**8.2** Incase the number of actual days of the event changes (increases/ decreases) for any natural or other cause, computation of the amount payable to the operator will be made in the following manner:

**8.2.1 Fixed cost @40%** of the total quoted amount for the given year towards transportation, installation, commissioning, dismantling and clearing of the site.

**8.2.2 Variable cost @ 60%** towards operation and management of the project for a period of 90 days. This will be paid on pro-rata basis.

**8.3** Incase of change in number of tents for a location:

**8.3.1** If for any reason, the number of tents are reduced after 30<sup>th</sup> September of the corresponding year of the Eco Retreat, then DoT shall pay the Operator the quoted amount for the number of tents as per respective BoQ.

**8.3.2** If it is decided to increase the number of tents, then DoT shall pay the operator additional amount as per the respective BoQ for the number of days of actual operation

**8.4** Incase of any change in quantity / inability to execute item of BoQ which involves fixed physical infrastructure, on account of natural or other external causes, DoT shall pay the Operator the quoted amount for item(s) as per respective BoQ.

**8.5** In addition, the following incentive payment will be made by DoT to the Operator, linked to final occupancy on completion of the project period. This incentive payment

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will be over and above the financial bid amount quoted by the Operator. This corresponds to the provision of Clause 2.16

**Table 4  
Incentive Mechanism**

<b>Site Location</b>	<b>Occupancy Slab 1/ Incentive</b>		<b>Occupancy Slab 2/ Incentive</b>	
Sonapur beach, Ganjam	40 – 55%	15% revenue of	> 55%	25% of revenue
Putsil, Koraput	40 – 55%	15% revenue of	> 55%	25% of revenue

**Note:**

- a) The incentive shall be paid to the operator on the additional revenue accrued beyond the threshold percentage as per prescribed slab, provided the Operator has successfully completed all the promotional obligations.
- b) The incentive percentage slabs for both the sites shall be increased by 2% every year. For e.g., during 2023-24, the Slab 1 for Sonapur beach, Gopalpur shall be 42 – 57% and for Slab 2 for Sonapur beach, Gopalpur shall be >57%.

## **9. ELIGIBILITY CONDITIONS**

To be eligible for pre-qualification and short-listing for evaluation of Technical and Financial Bid, a bidder shall fulfil the following eligibility conditions.

### **9.1 General Eligibility Conditions**

- 9.1.1** The Bidder/operator must only be a company/ firm registered under the Companies Act, 2013 or a Limited Liability Partnership registered under the LLP Act, 2008. No other legal entities are allowed to bid. The Bidder/operator must submit a Proof of Registration of the legal entity (Certificate of Incorporation, PAN Card, GSTIN, Udyog Aadhar, etc.). In case of consortium, the lead partner must satisfy the above conditions.
- 9.1.2** Indian subsidiary of any foreign company registered under the applicable Indian laws fulfilling eligibility conditions are also eligible to participate.
- 9.1.3** Bidders can submit bids for both the sites, provided they cumulatively satisfy the eligibility criteria of this RFP, against each site being applied for.
- 9.1.4 In case of Consortium, the Lead Partner shall have to satisfy at least 51% of the technical and financial eligibility criteria.**
- 9.1.5** Bidders / prospective bidders convicted by any court of law OR who have criminal cases pending adjudication before any Court of law against them; and/or whose contracts have been terminated OR bids have been disqualified/

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have been rejected due to violations of bid conditions, either prior to or subsequent to bid finalization by Central Govt or any State Govt or any Govt agencies in past 5 years (from the date of publication of this RFP) shall not be eligible.

**9.1.6 It shall be the primary responsibility of the intending bidders to ensure correct submission of information. Any failure to submit correct information, non-compliance to any of the bid conditions, any suppression of information or mis representation of facts, etc. shall make the bid liable to be declared non-responsive and disqualified. Further, the Authority may forfeit the EMD and may take appropriate action for blacklisting of such bidders for a period of five years after following due process of law. This clause shall remain in force for the entire duration of the contract.**

**Note:** Bidders must carefully read the conditions of eligibility (technical and financial) as given in Clause 9.2 and Clause 9.3. Proposals of only those Bidders who satisfy the Conditions of Eligibility as mentioned in clause 9 will be considered for evaluation.

**9.2 Technical Eligibility Criteria**

The bidder must have successfully implemented at least 1 (one) similar project of at least 20 luxury air-conditioned tented accommodation with project cost of minimum INR 1.5 Crore during the last 5 years, preceding the proposal submission due date.

**OR**

The bidder must have experience of operating at least 1 (one) 3-star hotel with minimum 25 keys for the period of atleast 5 years, preceding the proposal submission due date.

**Note:**

- a) Documentary proof (copy of Agreement / Work Order / Completion Certificate etc. of related projects) with project citation to substantiate the claims.
- b) CA certificate must be furnished for net worth. Details of the property, including no. of keys and website of the property must be furnished for the projects claimed.

**9.3 Financial Eligibility Criteria**

The minimum average annual turnover for last 3 financial years (i.e. FY 2018-19, FY 2019-20 and FY 2020-21 OR FY 2019-20, FY 2020-21 and FY 2021-22) and net worth of the bidder should be as below:

**Table 5**  
**Financial Eligibility: Minimum Average Annual Turnover for last 3 years (i.e. FY 2018-19, FY 2019-20 and FY 2020-21**  
**OR**  
**FY 2019-20, FY 2020-21 and FY 2021-22) and Net worth as on 31<sup>st</sup> March 2021**

Site Number	Site Location	Minimum Average Annual Turnover (INR Crores)	Minimum Net worth (INR Crores)
Site 1	Sonapur beach, Ganjam	3	2
Site 2	Putsil, Koraput	3	2

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**Note:** Bidders have to submit CA certified Audited Balance Sheet and Profit and Loss Account.

**10. METHODOLOGY OF BID EVALUATION**

A bidder is allowed to bid for both the locations, provided the bidder satisfies the eligibility criteria prescribed. The sequence of opening the financial bids and computation of the final scores will be from site 1 to site 2. Once a bidder is allotted project for site 1, the Net worth of that bidder will be reduced by the amount equal to the Net worth prescribed for the said site.

**11. BID EVALUATION CRITERIA**

Only those Bidders who meet the minimum eligibility criteria as per **Clause-9** shall qualify for evaluation of their Technical and Financial Bids. Evaluation of the Technical and Financial proposals will be based on Quality cum Cost Based Selection (QCBS) mode with weightage of 70% and 30% for technical and financial proposals, respectively.

**11.1 Technical Evaluation**

The Technical evaluation will include the evaluation of the Technical Proposal followed by Presentation, as specified below:

**Table 6  
Technical evaluation criteria**

Sl.	Description	Requirements	Maximum Marks
<b>A</b>	<b>Bid Evaluation Criteria</b>		<b>70</b>
	<b>Sectoral &amp; financial capabilities</b>	The bidder should have an average annual turnover of INR 3 Crore (10 marks)  For each additional INR 0.5 Crore – 1 mark (subject to maximum 10 marks).	20
		The Operator must have successfully implemented at least 1 (one) similar project of at least 20 luxury air-conditioned tented accommodation with project cost of minimum INR 1.5 Crore- <b>(20 marks)</b>  For each additional project – 5 marks (subject to maximum 20 marks).  <b>OR</b>  The Operator must have experience of operating at least 1 (one) 3-star hotel with minimum 25 keys for a period of at least 5 years - <b>(20 marks)</b>  For each additional project of 3-star hotel with minimum 25 keys – 5 marks (subject to maximum 20 marks).	40

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Sl.	Description	Requirements	Maximum Marks
		The bidder must have net worth not less than INR 2 Cr. – 5 Marks.  For each additional INR 0.5 Cr. – 1 mark (subject to maximum 5 marks).	10

**Marking scheme for Technical Presentations of both sites would be as below:**

B.	Presentation on proposal for each site	Maximum Marks-30
1	<b>Concept and Design</b> Draft layout, drawing, design & 3-D views <i>Operator shall present site specific plan / conceptual design, innovative ideas to engage guests, etc as applicable.</i>	25
2	<b>Safety Plan</b> Proposed safety plan and measures at the site	5

**Note:**

- Technical score (Ts) is calculated by adding the technical score (A) and technical presentation score (B).
- The qualifying technical score (Ts) for opening of the financial bid is **60**.

**11.2 Financial proposal evaluation:**

**11.2.1** The financial bid of only those bidders who are shortlisted after technical evaluation will be opened for financial evaluation in the sequence given in Clause 10.

**11.2.2** Bidder shall mention the annual amount for the project as per the table given in **Annexure-VIII** (Financial Proposal).

**11.2.3** Financial Score (Fs): The lowest total amount computed as per Clause 11.2 (b) will be the F1 bidder and will get the highest, 30 marks. The other bidders will get marks in proportion to F1 score. Thus, if the quote of F1 is INR X and F2 is INR 2X, then F2 will get 15 marks.

**11.2.4** Combined and Final Evaluation: Combined score (S) (technical score (Ts) plus financial score (Fs)) shall be calculated based on Technical and financial scores of the Bidder as per QCBS system ( $S = Ts + Fs$ ).

**11.2.5** Selection of Bidder: The Bidder securing the highest combined score (S) would be the preferred Bidder.

**12. BID PROCESSING FEE**

Non-refundable bid processing fee in the form of Demand Draft from any scheduled commercial bank in favour of “**Director Tourism**”, payable at **Bhubaneswar** for **INR 30,000/-(Indian Rupees Thirty Thousand only)** for each location separately is to be furnished by the bidder along with the Technical Proposal. Proposals without bid processing fee shall be rejected.



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**13. EMD (EARNEST MONEY DEPOSIT)**

The Proposal shall be accompanied with separate Earnest Money Deposit (EMD) for each site. Amount for each site is mentioned in table below.

<b>Site Name</b>	<b>EMD Amount in INR Lakhs</b>
<b>Site 1</b> :(Sonapur beach, Ganjam)	3
<b>Site 2</b> :(Putsil, Koraput)	3

EMD shall be drawn in the form of a Demand Draft / Bank Guarantee issued by any Scheduled Commercial Bank in favour of “**Director Tourism**” payable / encashable at **Bhubaneswar**. Proposals without the requisite EMD shall be treated as non-responsive and rejected. No exemption from submission of EMD is allowed. No adjustment of EMD with respect to other works previously lying in DoT is allowed. Unsuccessful bidder’s EMD will be discharged / returned within 45 days from the date of execution of the agreement between DoT and the preferred bidder. No interest will be paid on EMD. The EMD of the successful bidder shall be returned immediately upon execution of the agreement with DoT. The EMD shall be forfeited in the following cases:

- a) If a bidder withdraws its bid during the period of validity of the Bid.
- b) In case of a successful bidder, if the bidder fails within the specified time limit to sign the agreement.
- c) In case of a successful bidder, if the bidder fails within the specified time limit to furnish the required performance security

**14. VALIDITY OF BID**

Proposal shall remain valid for a period of 180 (One Hundred and Eighty) days from the last date of submission of bid or till the date of signing of the agreement with the preferred bidder, whichever is later. On request from DoT, the bidders would be required to extend the validity of the bids / proposal on the same terms and conditions. A proposal valid for a shorter period shall be rejected as non-responsive.

**15. CURRENCIES OF BID AND PAYMENT**

The prices shall be quoted by the bidder in Indian Rupees (INR) only.

**16. DISPUTES**

All legal disputes are subject to the jurisdiction of Courts in Bhubaneswar only.

**17. ADDENDUM / CORRIGENDUM / NOTICE**

At any time prior to the deadline for submission of Proposal, the DoT may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify any of the terms mentioned in this RFP document by the issuance of addendum / amendment / corrigendum / notice. All such amendments / addendum / corrigendum / notice will be circulated to the bidders and will be binding on all. In order to abide by the issuance of the amendment or allow the bidder for giving a reasonable time for considering an amendment

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into their proposal, or for any other reason, the DoT may, in its sole discretion, extend the submission due date.

Bidders are advised to periodically check for notices, addendum and corrigendum issued in relation to the RFP. Any Addendum / Corrigendum / Notice etc. for this assignment issued by DoT will be published only on the website.

<https://odishatourism.gov.in/content/tourism/en/dot/quickLinks/tender.html>

## **18. ACKNOWLEDGMENT BY BIDDER**

It shall be deemed that by submitting the Proposal, the Bidder has:

- a) made a complete and careful physical examination of the sites for the project, details mentioned RFP, general condition of contract, submission formalities and evaluation mechanism;
- b) received all relevant information requested from DoT.
- c) acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in this invitation document or furnished by or on behalf of DoT.
- d) satisfied itself about all matters, things and information necessary and required for submitting the proposal and performance of all of its obligations there under.
- e) agreed to be bound by the undertaking provided by it under and in terms hereof.

DoT shall not be liable for any omission, mistake or error on the part of the Bidder in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to this invitation document or the selection process, including any error or mistake therein or in any information or data given by the DoT.

## **19. RIGHT TO REJECT ANY OR ALL PROPOSALS**

Notwithstanding anything contained in this invitation document, DoT reserves the right to accept or reject any Proposal and to annul this selection Process and reject all proposals, at any time during the bidding process without any liability or any obligation for such acceptance rejection or annulment, and without assigning any reasons thereof.

DoT, also, reserves the right to reject any Proposal if:

- a) at any time, a material misrepresentation is made or uncovered, or
- b) the Bidder does not submit sufficient information as being asked for

## **20. INTERPRETATION**

In case of any ambiguity in the interpretation of the conditions of the RFP, the interpretation of the Director Tourism will be final and binding on the parties to the conditions of selection.

## **21. PROPRIETARY DATA**

All documents and other information provided by any bidder to DoT shall remain or become the property of DoT. The bidder shall also treat all information as strictly confidential and will

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not divulge any details related to any Proposal or any information related thereto. All information collected, analyzed, processed or in whatever manner provided by the Bidder to DoT in relation to the Service shall be the property of DoT.

**22. SUBMISSION OF QUERIES**

Bidders may send their queries in writing to [info@odishatourism.gov.in](mailto:info@odishatourism.gov.in); [pmu@odishatourism.gov.in](mailto:pmu@odishatourism.gov.in) during the period as mentioned in the RFP Schedule (Table 1) of this document. All the Bidders will be sent clarification to their queries received within the stipulated date. The queries received after the prescribed date will not be entertained by DoT.

**23. PRE BID MEETING**

- a) The purpose of the Pre-Bid Meeting will be to clarify and discuss issues with respect to the Project, the RFP document, or any other related issues.
- b) The Bidder's designated representatives are invited to attend the Pre-Bid Meeting at their own cost, to be held on the specified date as mentioned in the Schedule of the RFP.
- c) Pre-bid meeting may happen through video conferencing mode

**24. SUBMISSION OF PROPOSAL- PACKING, SEALING AND MARKING**

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate sealed envelopes, along with bidder's name and address in the left-hand corner of the envelope and super scribed in the following manner.

**Part-A:**

**TECHNICAL PROPOSAL FOR (Name of the Site \_\_\_\_\_)**

**“SELECTION OF AGENCY(S) FOR SET UP, OPERATION AND MANAGEMENT OF ECO RETREATS AT MULTIPLE LOCATIONS IN ODISHA FOR A PERIOD OF 4 YEARS (2022-2026)”**

**Part-B:**

**FINANCIAL PROPOSAL FOR (Name of the Site \_\_\_\_\_)**

**“SELECTION OF AGENCY(S) FOR SET UP, OPERATION AND MANAGEMENT OF ECO RETREATS AT MULTIPLE LOCATIONS IN ODISHA FOR A PERIOD OF 4 YEARS (2022-2026)”**

All the Envelopes i.e. Envelope for **Part-A** and Envelopes of **Part-B** must be packed in a separate sealed outer cover and clearly super scribed with the following:

**TECHNICAL & FINANCIAL PROPOSAL FOR (Name of the Site \_\_\_\_\_)**

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**“SELECTION OF AGENCY(S) FOR SET UP, OPERATION AND MANAGEMENT OF ECO RETREATS AT MULTIPLE LOCATIONS IN ODISHA FOR A PERIOD OF 4 YEARS (2022-2026)”**

The **Bidder's** Name & address shall be mentioned in the left-hand corner of the outer envelope. The inner and outer envelopes shall be addressed to DoT, Bhubaneswar at the following address through Speed post / Regd. post/ courier/ hand delivery.

**Director Tourism**  
**Paryatan Bhawan, Lewis Road,**  
**Bhubaneswar, Odisha – 751014**  
**Email: - [info@odishatourism.gov.in](mailto:info@odishatourism.gov.in) ; [pmu@odishatourism.gov.in](mailto:pmu@odishatourism.gov.in)**  
**Ph: 0674 – 2432177**  
**Fax: 0674 – 2430887**

**Note:**

- Technical and Financial Proposal shall be submitted separately for each locations as per the RFP.
- If the outer envelope and the financial proposal envelope is not sealed and marked as mentioned above, then DoT will assume no responsibility for the tender's misplacement or premature opening. Telex, Email, cable or facsimile tenders will be rejected.
- The opening of the Financial Proposal shall be made after evaluation of technical proposal and as per the scheduled dates which shall be intimated by DoT to the eligible bidders.
- Bidders are advised to prepare their documents with proper sequence and indexing without which the bid shall be considered non-responsive.

## **25. DOCUMENTS TO ACCOMPANY THE PROPOSAL**

### **PART – A (Technical Proposal)**

The bidder must submit the following particulars / documents along with the Technical proposal failing which the proposal may be treated as non-responsive:

- (a) Covering Letter and Details of Bidder as per **Annexures I and II**, respectively
- (b) Bid processing fee for each site applied for.
- (c) Earnest Money Deposit.
- (d) The bidder shall submit their Company Registration Certificate, Photocopy of PAN Card, GSTIN Registration.
- (e) Balance Sheets and Income Statements for the last three Financial years duly certified by Chartered Accountant indicating the Annual Turnover for the mentioned years.
- (f) The Bidder should not be blacklisted by any Government Institution / Private Agency. A self-declaration of non-blacklisting on the letterhead of bidder shall be submitted.
- (g) Power of Attorney (on non-judicial stamp paper of Rs 100/-) has to be submitted in technical proposal, duly notarized as per **Annexure-III**;
- (h) The Bidder should not be blacklisted by any PSU/Government Institution/ Private Agency. A self-declaration of non-blacklisting on the letter head shall be submitted as per **Annexure-IV**;

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

- (i) The Agency shall submit an Undertaking on correctness of details / information shared in the proposal as per **Annexure-V**;
- (j) Proof of work experience of similar nature of projects in the form of Work-Orders and Client Certificates issued from the organizations in each such case has to be submitted in the format mentioned in **Annexure-VI**;
- (k) Financial details of the bidders along with balance sheet and Profit & Loss Statement for the last three (3) Financial Year duly certified by Chartered Accountant indicating the Annual Turnover for the mentioned years as per **Annexure-VII**;
- (l) All pages of the tender document must be signed by the authorised signatory

**Note:** The Bidder must submit a detailed **Index Page** with clearly mentioned Page Numbers on each Document submitted by the Bidder as required by this RFP.

**PART – B (Financial Proposal)**

The bidder must submit the Financial Proposal as per format provided in **Annexure-VIII**. The financial proposal shall also include **Annexure-IX** (Bill of Quantity / Minimum Development Obligation).

In case a bidder is submitting bids for more than one site, only one technical proposal (with names of sites clearly highlighted on the envelope and cover letter) may be submitted. However, financial proposal for each site shall be submitted separately, in separate sealed envelopes.

**26. AMENDMENT/ MODIFICATION**

At any time prior to the deadline for submission of Proposal, the DoT may, for any reason, whether at its own initiative or in response to clarifications requested by an Bidder, modify any of the terms mentioned in this invitation document by the issuance of Addendum / Amendment. All such amendments / addendum will be published on DoT website and will be binding on all. In order to abide by the issuance of the amendment or allow the bidder for giving a reasonable time for considering an amendment into their proposal, or for any other reason, DoT may, in its sole discretion, extend the Proposal Due Date.

**27. LANGUAGE**

The Proposal and all communications in relation to or concerning the selection process shall be in English language and strictly in the formats provided in this invitation document.

**28. LATE SUBMISSION**

Proposal received after the deadline for submission prescribed by DoT will not be entertained and will be rejected.

**29. CONSORTIUM**

Bidders are allowed to form consortium for participating in the bid.

**29.1** The number of members in a consortium can be a maximum of 2 (two) including the Lead Member.

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- 29.2** The Proposal should contain all and every information required for each member of the Consortium.
- 29.3** The parties to a Consortium shall be required to form a Special Purpose Vehicle (the “SPV”) in due course. The SPV shall sign the Agreement with the DoT.
- 29.4** The Members of the Consortium shall nominate one member as the “Lead Member” who shall be the point of contact throughout the Bidding Process.
- 29.5** The Lead Member shall have an equity share of at least 51% (fifty-one per cent) in the SPV from the date of signing the Agreement. The nomination(s) shall be supported by a Power of Attorney signed by all the other members of the Consortium.
- 29.6** The Bidder should include a brief description of the roles and responsibilities of individual consortium members with reference to the requirements under this RFP.
- 29.7** A member of a Consortium cannot be a member of any other Consortium bidding for the same site. Members of the Consortium shall enter into a binding Agreement (the “Joint Bidding Agreement”) for the purpose of submitting the Bid. A copy of the Joint Bidding Agreement should be submitted along with the Technical Proposal.

**30. MODIFICATIONS AND WITHDRAWAL OF PROPOSALS**

No modifications to the Proposals shall be allowed once it is received by DoT, Bhubaneswar

**31. PERFORMANCE SECURITY AND AGREEMENT**

DoT shall issue a Letter of Award (LoA) along with the Draft Agreement to the selected bidder post opening of the financial proposals. Within 15 days of issuance of LoA, the selected bidder is required to submit a Performance Security in the form of an irrevocable and unconditional Bank Guarantee from a Scheduled Commercial Bank in favour of ‘**Director Tourism**’ prior to the signing of the Agreement. The Performance Security shall be for an amount equivalent to 3% of the quoted financial bid for first year and second year separately and enter into an agreement with DoT. Performance security shall be applicable as per the relevant notifications of Government of India / Government of Odisha at the time of signing the agreement.

The year wise modalities regarding submission of Performance Security / Bank Guarantee as well as its release is detailed in table below:

<b>Year</b>	<b>Performance security in the form of Bank Guarantee (of Financial Quote)</b>
<b>1<sup>st</sup></b>	3% of financial quote for 1 <sup>st</sup> Year and 3% of financial quote for 2 <sup>nd</sup> Year to be submitted by the successful bidder separately in two different BGs within 15 days of issuance of LoA.
<b>2<sup>nd</sup></b>	After 1 <sup>st</sup> Year project is over, the successful bidder shall submit 3% of financial quote for 3 <sup>rd</sup> Year in shape of BG and revalidate the BG for the 2 <sup>nd</sup> Year latest by 30 <sup>th</sup> of July. Immediately upon submission of the fresh BG for 3 <sup>rd</sup> Year and revalidated BG for 2 <sup>nd</sup> Year, BG for the 1 <sup>st</sup> Year shall stand released subject to successful completion and fulfilment of all Minimum Development Obligations of the project in 1 <sup>st</sup> Year.
<b>3<sup>rd</sup></b>	After 2 <sup>nd</sup> Year project is over, the successful bidder shall submit 3% of financial quote for 4 <sup>th</sup> Year in shape of BG and revalidate the BG for the 3 <sup>rd</sup> Year latest by 30 <sup>th</sup> of July. Immediately upon submission of the fresh BG for 4 <sup>th</sup> Year and revalidated BG for 3 <sup>rd</sup> Year, BG for the 2 <sup>nd</sup> Year shall stand

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	released subject to successful completion and fulfilment of all Minimum Development Obligations of the project in 2 <sup>nd</sup> Year.
4 <sup>th</sup>	After 3 <sup>rd</sup> Year project is over, the successful bidder shall revalidate the BG for 3 <sup>rd</sup> Year and 4 <sup>th</sup> Year and resubmit the same latest by 30 <sup>th</sup> of July. The BG for the 3 <sup>rd</sup> & 4 <sup>th</sup> Year shall stand released subject to successful completion and fulfilment of all Minimum Development Obligations in 4 <sup>th</sup> Year.

The performance security shall be forfeited at the sole discretion of DoT towards any liquidated damages that may be payable by the selected operator, under the Terms and conditions of RFP and the Agreement.

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**ANNEXURE-I COVER LETTER**

(On the Letter head of the bidder)

To,

Date: \_\_\_\_\_

**Director Tourism  
Department of Tourism  
Paryatan Bhawan, Lewis Road,  
Bhubaneswar-751 014**

**Ref: RFP for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**Sub: RFP for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

1. With reference to the captioned RFP document, I/We \_\_\_\_\_ (Bidder Name and agency), have examined the RFP documents and understood their contents, hereby submit my/ our proposal for the subject RFP. I/ We \_\_\_\_\_ (Sole Bidder/ Consortium) am/ are applying as a \_\_\_\_\_ (Sole Bidder/ Consortium) where lead member would be \_\_\_\_\_ (Bidder Name and Agency) and consortium partner is \_\_\_\_\_ (Second partner name and agency in case of consortium. Write N/A in case of Sole Bidder).
2. I acknowledge that the Authority will be relying on the information provided in the Proposal and the documents accompanying the proposal for selection of the Operator, and we certify that all information provided in the proposal and its Annexures along with the supporting documents are true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the proposal are true copies of their respective originals.
3. This statement is made for the express purpose of our selection as Operator for the design and execution of the aforesaid Eco Retreat Project.
4. I shall make available to the Authority any additional information it may find necessary or require supplementing or authenticate the Proposal.
5. I acknowledge the right of the Authority to reject our Proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
6. I certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
7. I declare that:
  - a) I have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and
  - b) I have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any Agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and
  - c) I hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice; and
  - d) the undertakings given by us along with the Proposal in response to the subject RFP and information mentioned for the evaluation of the bid capacity were true and



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- correct as on the date of making the Proposal and are also true and correct as on the Proposal Due Date and I shall continue to abide by them.
8. I understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any BID that you may receive nor to invite the Bidders to BID for the Project, without incurring any liability to the Bidders, in accordance with the RFP document.
  9. I certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Eco Retreat Project or which relates to a grave offence that outrages the moral sense of the community.
  10. I undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
  11. I further acknowledge and agree that in the project such change in control occurs after signing of the Agreement up to its validity, it would, notwithstanding anything to the contrary contained in the Agreement, be deemed a breach thereof, and the Agreement shall be liable to be terminated without the Authority being liable to us in any manner whatsoever.
  12. I hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the subject RFP and the terms and implementation thereof.
  13. In the project of my / our being declared as the Selected Bidder, I / we agree to enter into an Agreement in accordance with the draft that has been provided to me / us by the Authority. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
  14. I have studied all the Bidding Documents carefully and also surveyed the site(s). We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or relating to the Bidding Process including the award of Agreement.
  15. I offer the EMD to the Authority in accordance with the RFP Document for site 1 & 2 (mention the site(s)).
  16. The documents accompanying the Technical Proposal, as specified in the RFP, have been submitted in separate files.
  17. I agree and understand that the Proposal is subject to the provisions of the Bidding Documents. In no case, I shall have any claim or right of whatsoever nature if the Eco Retreat Projects not awarded to me or our Proposal is not opened or rejected.
  18. The Financial Proposal has been quoted by me after taking into consideration all the terms and conditions stated in the RFP, draft Agreement, our own estimates of costs and after a careful assessment of the site and all the conditions that may affect the implementation cost .
  19. I agree and undertake to abide by all the terms and conditions of the RFP document.
  20. I shall keep this offer valid for 90 (Ninety) days from the Proposal Due Date specified in the RFP.
  21. I hereby certify that we have not changed any quantity as mentioned in the BoQ and confirmed that any discrepancy arrives at any time, decision of Authority will be considered as final.
  22. I hereby submit our Proposal and quote an amount as indicated in Financial Proposal for undertaking the aforesaid Eco Retreat Project in accordance with the Bidding Documents and the Agreement.

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

23. We are bidding for the Site(s):

<b>Site Number</b>	<b>Site Location</b>	<b>Yes / No</b>
<b>Site 1</b>	Sonapur beach, Ganjam	
<b>Site 2</b>	Putsil, Koraput	

**Note:**

- i. "Yes" means that the bidder is bidding for that particular site
- ii. "No" means that the bidder is not bidding for that particular site

In witness thereof, I submit this Proposal under and in accordance with the terms of the RFP document.

Yours faithfully,

**Date:**  
**Place:**  
**Name & seal of Bidder**

**(Signature, name and designation  
of the Authorised signatory)**

**ANNEXURE-II DETAILS OF BIDDER / OPERATOR**

(On the Letter Head of the Bidder)

- (a) Name of the Bidder:**
- (b) Incorporation (i.e. Company or Partnership)**
- (c) Registered Office Address with telephone, fax, website and email:**
- (d) Date of Incorporation (Please attach copy of certificate of incorporation/ registration):**
- (e) Name of the Authorized Signatory:**
- (f) Designation of Authorized Signatory:**
- (g) Mobile Number of Authorized Signatory:**
- (h) E-mail Address:**
- (i) Fax Number:**
- (j) GST Registration number:**
- (k) Average Annual Turnover:( In INR crores)**

**Duly signed by the Authorised Signatory of the Bidder  
(Name, Title and Address of the Authorised Signatory)**

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**ANNEXURE-III POWER OF ATTORNEY FOR SIGNING OF PROPOSAL**

Know all men by these presents, We.....(name of the firm 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 of....., as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Bid for the **"Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)"**(Project) proposed to be developed by the Department of Tourism including but not limited to signing and submission of all Bids / Proposals, bids and other documents and writings, participate in pre-bids / pre-proposal and other conferences and providing information / responses to DoT, presenting us in all matters before DoT, signing and execution of all contracts including the Agreement and undertakings, consequent to acceptance of our bid, and generally dealing with DoT in all matters in connection with or relating to or arising out of our bid, for the said Project and / or upon award thereof, to us and / or till the completion of the project.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully 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 and shall be binding on us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

For  
.....

Accepted  
\_\_\_\_\_ (signature)  
(Name, Title and Address) of the Attorney

**Note:**

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
- *Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*

**ANNEXURE-IV DECLARATION ON NON-BLACKLISTING & NON PENDANCY OF CRIMINAL CASES**

(On the Letter Head of the Bidder)

I/We Partner(s)/ Director(s) of M/s \_\_\_\_\_ hereby certified that, I/we M/s \_\_\_\_\_ have not been blacklisted or debarred by any Ministry/ Departments of Central/ State Government, International bodies like United Nations, World Bank or any other organisation/ Funding Agencies as on date. I/WE also declare that no criminal proceedings are pending against us by any Central / State Government department / enterprise / corporation in any courts in India.

In case the above information found false I/We are fully aware that the tender/ contract will be rejected / cancelled by DoT, Govt. of Odisha and EMD/PBG shall be forfeited. In addition to the above DoT, Odisha will not be responsible to pay the bills for any completed / partially completed work.

**Duly signed by the Authorised Signatory of the Bidder  
(Name, Title and Address of the Authorised Signatory)**

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**ANNEXURE-V UNDERTAKING**

(On the Letter Head of the Bidder)

To,

Date: \_\_\_\_\_

**Director Tourism  
Department of Tourism  
Paryatan Bhawan, Lewis Road,  
Bhubaneswar-751 014**

**Ref: RFP for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Dear Sir,

We have examined in detail and have understood the terms and conditions stipulated in the RFP issued by DoT. Our Proposal is consistent with all requirements of submission as stated in the RFP or in any of the subsequent communication issued by the DoT. We would be solely responsible for any errors or omissions in our Proposal.

We hereby declare that we have read and understood the terms and conditions of this RFP and examined and understood and satisfied ourselves regarding the content of the various agreements, declarations and deeds to be executed and do hereby undertake to execute them when called upon to do so, and commit in unequivocal terms, in letter and spirit, that the project shall be implemented as per the comprehensive stipulations and requirements that have been spelt out by the DoT, in this RFP and Bidding Documents including adherence to the areas / capacities / specifications / regulations as have been detailed by the DoT in this regard.

We also commit to abide by the decision of DoT on all matters relating to the implementation of the Project and thereafter, the operation and management of the Project.

Yours Faithfully

**Duly signed by the Authorised Signatory of the Bidder  
(Name, Title and Address of the Authorised Signatory)**

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**ANNEXURE-VI SIMILAR NATURE OF PROJECTS**

<b>Sl.</b>	<b>Parameters</b>	<b>Remarks</b>
1.	Project Title	
2.	Project Description	
3.	Location	
4.	Name of Client	
5.	Total value of work order (In Indian Rupees), as applicable	
6.	No. of manpower/experts engaged	
7.	Period of Services rendered by the Bidder (Start date and End date) including no. of tents/ cottages and types.	
8.	Scope of Service	
9.	Other Information relating to Project	
10.	Nature and details of experience in similar field (Please attach relevant documentary evidence)	
11.	Copy of the work order, completion certificate to be submitted	

**Duly signed by the Authorised Signatory of the Bidder  
(Name, Title and Address of the Authorised Signatory)**

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**ANNEXURE-VII FINANCIAL DETAILS OF BIDDER**

**Name of the Bidder:** \_\_\_\_\_

<b>Sl.</b>	<b>Particulars</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>
<b>1.</b>	Turnover (in INR Crore)			
<b>2.</b>	Average Annual Turnover for last 3 years (in INR Crore)			

**Note:**

1. Attach certified copies of audited Balance Sheets, P & L statement and IT Returns for last 3 (Three) years.
2. The above data must be submitted by Bidder, duly certified by either Statutory Auditor or Chartered Accountant.
3. In case of consortium, financial details of both the consortium members needs to be submitted.

Signed

Signature of CA/ Statutory Auditors

(Name of the Authorised Signatory) (with seal & registration no.)

Place:

Date:



Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)

**ANNEXURE-VIII FINANCIAL PROPOSAL**

Date:

To,  
Director Tourism  
Department of Tourism  
Paryatan Bhawan, Lewis Road,  
Bhubaneswar-751 014

Ref: Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)

We, the undersigned, offer to provide the services of the Operator for organising Eco Retreat(s) in accordance with the subject RFP at \_\_\_\_\_ (site) in accordance with your Request for Proposal dated \_\_\_\_\_ and our Financial Proposal as per details mentioned below:

Financial Bid for Site - \_\_\_\_\_ (Name of Site)

Financial Bid Amount (INR) Year 1	Financial Bid Amount (INR) Year 2	Financial Bid Amount (INR) Year 3	Financial Bid Amount (INR) Year 4
(Both in figures and words)	(Both in figures and words)	(Both in figures and words)	(Both in figures and words)

Financial quote for any year cannot be more than 30% of the total offer for 4 (four) years.

Note: The above quote shall be **exclusive** of applicable GST

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid in accordance with the proposal validity mentioned in the subject RFP from the last date of submission of proposal.

The financial amount quoted above by \_\_\_\_\_ (Bidder name) shall remain firm till the completion of the project. No increase in the financial amount, for whatsoever reasons, shall be entertained.

The Financial Proposal is without any condition.

Yours faithfully,

For and on behalf of (*Name of Bidder*)

**Duly signed by the Authorised Signatory of the Bidder  
(Name, Title and Address of the Authorised Signatory)**

**Annexure-IX Bill of Quantity / Minimum Development Obligation (MDO)**

**Minimum Development Obligation for Site 1: Sonapur beach, Ganjam**

Item no	Description	Site 1: Sonapur beach, Ganjam		
		Unit	Qty	Amount (INR)
1.	<p>Tented Accomodation: <b>Royal</b> Swiss Cottage Tents (with tropical appearance of tent) (confirming to facility of a 3-star accommodation for 90 days) - to be built over a wooden platform of about 1 ft height. Tents shall be of temporary structure with all furniture matching 3 Star hotel standards with at least two lounge chairs in the bedroom, one teepoy/study table, Mirror air-condition, carpeting, running water hot and cold with pressure pumps to ensure pressure of water in rest rooms, 24-hour power supply, pedestal fan and all furnishing (confirming to facility of a 3-star accommodation)</p> <p>All tents shall be of size <b>(550 sqft)</b> including bedroom (double bed), attached bathroom (WC toilet), tea / coffee maker, toiletries, cozy sitting area and spacious front porch. Bathroom floor shall be of wooden flooring with the fixtures such as WC, Health Faucet, Shower etc. properly fixed and grouted properly in the floor.</p> <p>The agency will ensure that the tents have bathroom fittings of credible quality and brand Jaguar / Hindware / Parryware and equal are brands that will be considered. The quality of furniture provided should be decent and not look old and shabby. The patio furnitures should preferably be made of good quality cane OR similar.</p>	No.	5	
2.	<p>Tented Accommodation: <b>Deluxe</b> Swiss Cottage Tents (temporary structure) with air-condition, carpeting, furniture with at least one lounge chair and one camping chair in the Bedroom, one teepoy/study table, Mirror running water hot and cold with pressure pumps to ensure pressure of water in rest rooms, 24-hour power supply, pedestal fan, etc. (confirming to facility of a 3-star accommodation for 90 days) - to be built over a wooden platform of about 1 ft height. All tents shall be of normal size <b>(380 sq. Ft)</b> including bedroom (twin bed), attached bathroom (WC toilet), toiletries and spacious front porch. Bathroom floor shall be of wooden flooring with the fixtures such as WC, Health Faucet, Shower etc. of brands such as Jaquar, Parryware, Hindware or equal quality, properly fixed and grouted properly in the floor.</p> <p>The agency will ensure that the tents have bathroom fittings of credible quality and brand Jaguar / Hindware / Parryware and equal are brands that will be considered. The quality of furniture provided should be decent and not look old and shabby. The patio furnitures should preferably be made of good quality cane OR similar.</p>	No.	20	
3.	O&M of the tents including room service, housekeeping, sanitation, consumables, change of linen etc. for 90 days	No.	25	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 1: Sonapur beach, Ganjam		
		Unit	Qty	Amount (INR)
4.	<b>Support Personnel Accomodation:</b> Tented Accomodation (dormitory setup) for 8 pax with basic facilities/ amenities such single beds with basic mattresses, pedestal fans, cupboard / almirah for storage, 2 attached toilets and 2 attached bath area for on-site stay of personnel belonging to Departments of Police, Fire, Electricity, etc.	No.	1	
5.	<b>Driver/ Personal Staff Accomodation:</b> Tented Accomodation (dormitory setup) for 10 pax with basic facilities/ amenities such single beds with basic mattresses, pedestal fans, cupboard/ almirah for storage, 3 attached toilets and 3 attached bath area.	No.	1	
6.	<b>Air Conditioned Restaurant &amp; Bar with facade as per instruction of DoT with attached toilets (M &amp; F):</b> P/E braced and tied Aluminium Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star restaurant with extra hand wash basin. Providing 150 mm to 300 mm raised platform with 19 mm thick fire-retardant Plywood / block boards supported by wooden logs and covered with good quality of synthetic carpet. Front facade with minimum 6 mm ply fixed on wooden / steel framework and painting etc. complete. The scope shall cover to provide general lighting, fans, AC. The lights should be enough up to the satisfaction of DoT and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be maintained between 23 to 26 degree Celsius equally distributed. Operator need to cover internal walls with using theme decorative flex with frame of height 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence / certificates are to be provided. All wiring should be in rigid PVC conduit protected with ELCB & voltage stabilizer & dedicated earthing. <u>The structure should be ready before five days of the start of the project.</u> <b>Size - 20m x 20 m = 400 Sqm</b> <b>Outdoor Bar Extra – 5Mtr x 5 Mtr</b> <b>Outdoor Snacks Bar Extra – 5 Mtr x 5 Mtr</b> <b>Min Pax = 75</b> <b>The cost shall include staff for operations.</b>	No.	1	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 1: Sonapur beach, Ganjam		
		Unit	Qty	Amount (INR)
7.	<p><b><u>Air Conditioned Reception with facade as per instruction of DoT with attached toilets (M &amp;F)</u></b> : P/E braced and tied Aluminium Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star hotel lobby. Partitions shall be made in prefabricated aluminium sections (height up to 2.50m) with laminated panels with arrangements for doors, glass windows for reception area with waiting lounge and providing necessary tables, sofa, chairs, dustbins, theme, pantry and drinking water facilities, providing Porch with carpet and wooden platform and work station is a part of scope of work. Providing 150 mm to 300 mm raised platform with 19 mm thick Fire-retardant Plywood/block boards supported by wooden logs and covered with good quality of synthetic carpet. Front facade with minimum 6 mm ply fixed on wooden/steel framework and painting etc. complete. The scope shall cover to provide general lighting, fans, AC. Necessary minimum 20 nos. electrical points (5/15A plug points), wall fan/ ceiling fan/ pedestal fan/ exhaust fan as per requirement, General lighting (using Tube lights/PAR lights/Metal/Halogen/CFL/LED lights, etc.) for inside Hanger. The lights should be enough up to the satisfaction of DOT and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be maintained between 23 to 26 degree Celsius equally distributed. Operator need to cover internal walls with using theme decorative flex with frame of ht. 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence/certificates are to be provided. All wiring should be in rigid PVC conduit protected with ELCB &amp; voltage stabilizer &amp; dedicated earthing.</p> <p><u>The structure should be ready before five days of the start of the project.</u></p> <p><b>Size - 10 m x 10 m = 100 Sqm</b></p>	No.	1	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 1: Sonapur beach, Ganjam		
		Unit	Qty	Amount (INR)
8.	<b>Mini Conference facility to accommodate 60 pax.</b> Air Conditioned Conference Hall with facade as per instruction of DoT with attached toilets (M & F) : P/E braced and tied Aluminium Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star banquet with high-resolution displays of up to 4K for improved image clarity and operator should provide versatility, high audio quality and data transmission while providing complete control over conference proceedings. Partitions shall be made in prefabricated aluminium sections (height up to 2.50m) with laminated panels with arrangements for doors, glass windows for Conference area with waiting lounge and providing necessary tables, sofa, chairs, dustbins, theme, pantry and drinking water facilities, providing porch with carpet and wooden platform is a part of scope of work. Providing 150 to 300 mm raised platform with 19 mm thick fire-retardant plywood / block boards supported by wooden logs and covered with good quality of synthetic carpet. Front facade with minimum 6 mm ply fixed on wooden / steel framework and painting etc. complete. The scope shall cover to provide general lighting, fans, AC. Necessary minimum 20 nos. electrical points (5/15A plug points), wall fan/ ceiling fan/ pedestal fan/ exhaust fan as per requirement, General lighting (using Tube lights/PAR lights / Metal / Halogen/CFL/LED lights, etc.) for inside Hanger. The lights should be enough up to the satisfaction of DOT and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be maintained between 23 to 26 degree Celsius equally distributed. Operator need to cover internal walls with using theme decorative flex with frame of ht. 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence / certificates are to be provided. All wiring should be in rigid PVC conduit protected with ELCB & voltage stabilizer & dedicated earthing. The structure should be ready before five days. Size - 10 Mtr x 25 Mtr = 250 Sqm Min Pax = 60 The cost shall include staff for operations	No.	1	
9.	Kitchen to supply to the cafeteria Size: 150 sq.m	No.	1	
10.	Fire Extinguishers 10 KG (CO2 & ABC)	No.	10	
11.	Fire Extinguishers 5 KG (CO2 & ABC)	No.	25	
12.	Operation and Management of the Restaurant, Bar & Kitchen including HR should be done by qualified persons who have handled work of similar nature, earlier. The qualified manpower should be fluent in speaking English as well as Hindi and Odia	Lumpsum	1	
13.	Food & Beverage (F&B) shall be provided by the selected operator. Billing will be on the basis of actual usage <b>in case the actual number of PAX is higher than the BoQ quantity</b> .	PAX	<b>1800</b>	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 1: Sonapur beach, Ganjam		
		Unit	Qty	Amount (INR)
	Indicative menu is given in <b>Annexure – XI</b>			
<b>14.</b>	Meals for Support Personnel, Drivers and Personal Staff. Billing will be on the basis of actual usage <b>in case the actual number of PAX is higher than the BoQ quantity</b> . Indicative menu is given in <b>Annexure – XII</b>	PAX	<b>700</b>	
<b>15.</b>	Entry Gate / Thematic craft with eco-friendly material. The height of welcome arches shall be minimum 4m to 5m providing Bamboo / MS steel structure with 10 mm to 12 mm plywood wherever required with necessary framings and bracing. Gate shall be supported on required foundations embedded to be designed by a competent structural designer or as approved by a professional advisor.	No.	1	
<b>16.</b>	Wall Branding	Sq. Ft	12000	
<b>17.</b>	Live performance Artist including Singer (Minimum 1.5 hrs of performance)	Days	90	
<b>18.</b>	Logistics Stalls (5mx5m) with furnishings	No.	8	
<b>19.</b>	Horticulture (Plants & flowers)	No.	1000	
<b>20.</b>	Thematic pathway for entry (10x10m)	No.	1	
<b>21.</b>	Needle punched synthetic carpeting OR Coir Matting	sq.m.	4000	
<b>22.</b>	CCTV Camera with setup (Weekly backup data to be submitted to DoT)	No.	15	
<b>23.</b>	Security Guards Male	No.	10	
<b>24.</b>	Security Guards Female	No.	6	
<b>25.</b>	Silent Generators 125 KVA	No.	2	
<b>26.</b>	Parking Attendant	No.	2	
<b>27.</b>	Chemical Toilet at various locations	No.	4	
<b>28.</b>	Beach Shower	No.	4	
<b>29.</b>	Watch Towers (Machan) (6X6 sqm) with minimum 10 ft height with furniture	No	2	
<b>30.</b>	LED Par	No.	50	
<b>31.</b>	LED Moving Wash	No.	4	
<b>32.</b>	Wire manager	Lumpsum.	1	
<b>33.</b>	Necessary cable splitters and all supporting hardware	Lumpsum	1	
<b>34.</b>	General Lighting with passage lighting - 150W-400W LED Flood Light (Min 300 Nos) and Decorative/Theme light along with pole, fixture, lamp, junction box etc	Lumpsum	1	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 1: Sonapur beach, Ganjam		
		Unit	Qty	Amount (INR)
35.	VIP Seating - Leather Sofa (single seater)	No.	6	
36.	VIP Seating - Leather Sofa (Twin seater)	No.	5	
37.	NOCs for all types of event mentioned in the RFP	Lumpsum	1	
38.	Flags	No.	75	
39.	Umbrella/shade element	No.	5	
40.	Brochure (10-12 Pages) With Content Development, Approvals and Distribution	No.	500	
41.	Welcome Kit with Inlay Content Sheets and File Type Cover	No.	500	
42.	<b>Cabling behind tents:</b> laying of 4 core 150mm main cabling behind the tents. Putting up distribution boards and extensive cabling to be laid underground	Mtr.	300	
43.	Fire alarm putting up fire alarm switch in each room & structure with hooters and main panel in reception	Lumpsum	1	
44.	EPABX Setting in All Tents & other Structures	Lumpsum	1	
45.	T shirt and caps for guests	No.	2000	
46.	Flower setup, Bouquet and Balloon release on Inauguration day	Lumpsum	1	
47.	Golf Cart and Wheelchair facilities	No.	1	
48.	Wire mesh fencing / Pickets / or aesthetically similar	Sq. Ft	2000	
49.	Ambience as per presentation, theme elements	Lumpsum	1	
50.	Beach Recliners/ Beach Beds	No	6	
<b>Land, water, and air related activities</b>				
51.	All – Terrain Vehicles with Dedicated Off-Road Track	No.	3	
52.	Rifle Shooting	No.	2	
53.	Archery	No.	2	
54.	E-Bicycles and Guided Tours	No.	10	
55.	Beach Volleyball	No.	1	
56.	Range Parasailing (minimum 1 equipment at the site will be ensured)	Per ride	2520	
57.	Jet Ski (minimum 5 equipment at the site will be ensured) –Ride shall be for 05 minutes	Per ride	2520	
58.	Kids Zone with Splash pool of 6 Mtr x 6 Mtr	No	1	
59.	Speed Boats (minimum 2 equipment at the site will be ensured) –Ride shall be for 05 minutes	Per ride	2520	
60.	Floating Platform inside the sea (10mX 10m)	No.	1	
61.	Range Parasailing	No.	1	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 1: Sonapur beach, Ganjam		
		Unit	Qty	Amount (INR)
62.	Watch Tower (6X6 sqm) with minimum 10 ft height with furniture	No.	3	
63.	Lifeguard 10 Pax	days	120	
<b>Promotion &amp; Sales</b>				
64.	Deployment of Call centre executives for 5 months	No.	Lump	
65.	Sales executives	Persons	2	
66.	Hoarding	Sq. ft.	5000	
<b>Adherence to COVID-19 Protocols</b>				
67.	All consumables for adhering to COVID-19 protocols issued by competent authority	No.	Lump	
68.	Isolation Tent at par with Staff Tent	No.	1	
<b>Total</b>				

**Note: Prior approval of DoT has to be taken for any change in Quantity of the BoQ items during the course of execution of the Eco Retreat**



**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

**Minimum Development Obligation for Site 2: Putsil, Koraput**

Item no	Description	Site 2: Putsil, Koraput		
		Unit	Qty	Amount (INR)
1.	<p>Tented Accomodation: <b>Royal</b> Swiss Cottage Tents (with tropical appearance of tent) (confirming to facility of a 3-star accommodation for 90 days) - to be built over a wooden platform of about 1 ft height. Tents shall be of temporary structure with all furniture matching 3 Star hotel standards with at least two lounge chairs in the bedroom, one teepoy/study table, Mirror air-condition, carpeting, running water hot and cold with pressure pumps to ensure pressure of water in rest rooms, 24-hour power supply, pedestal fan and all furnishing (confirming to facility of a 3-star accommodation) All tents shall be of size <b>(550 sqft)</b> including bedroom (double bed), attached bathroom (WC toilet), tea / coffee maker, toiletries, cozy sitting area and spacious front porch. Bathroom floor shall be of wooden flooring with the fixtures such as WC, Health Faucet, Shower etc. properly fixed and grouted properly in the floor.</p> <p>The agency will ensure that the tents have bathroom fittings of credible quality and brand Jaguar / Hindware / Parryware and equal are brands that will be considered. The quality of furniture provided should be decent and not look old and shabby. The patio furnitures should preferably be made of good quality cane OR similar.</p>	No.	5	
2.	<p>Tented Accommodation: <b>Deluxe</b> Swiss Cottage Tents (temporary structure) with air-condition, carpeting, furniture with at least one lounge chair and one camping chair in the Bedroom, one teepoy/study table, Mirror running water hot and cold with pressure pumps to ensure pressure of water in rest rooms, 24-hour power supply, pedestal fan, etc. (confirming to facility of a 3-star accommodation for 90 days) - to be built over a wooden platform of about 1 ft height. All tents shall be of normal size <b>(380 sq. Ft)</b> including bedroom (twin bed), attached bathroom (WC toilet), toiletries and spacious front porch. Bathroom floor shall be of wooden flooring with the fixtures such as WC, Health Faucet, Shower etc. of brands such as Jaquar, Parryware, Hindware or equal quality, properly fixed and grouted properly in the floor.</p> <p>The agency will ensure that the tents have bathroom fittings of credible quality and brand Jaguar / Hindware / Parryware and equal are brands that will be considered. The quality of furniture provided should be decent and not look old and shabby. The patio furnitures should preferably be made of good quality cane OR similar.</p>	No.	20	
3.	O&M of the tents including room service, housekeeping, sanitation, consumables, change of linen etc. for 90 days	No.	25	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 2: Putsil, Koraput		
		Unit	Qty	Amount (INR)
4.	<b>Support Personnel Accomodation:</b> Tented Accomodation (dormitory setup) for 8 pax with basic facilities/ amenities such single beds with basic mattresses, pedestal fans, cupboard/ almirah for storage, 3 attached bio-toilets and 3 attached bath area for on-site stay of personnel belonging to Departments of Police, Fire, Electricity, etc.	No.	1	
5.	<b>Driver/ Personal Staff Accomodation:</b> Tented Accomodation (dormitory setup) for 10 pax with basic facilities/ amenities such single beds with basic mattresses, pedestal fans, cupboard/ almirah for storage, 3 attached bio-toilets and 3 attached bath area for on-site stay of personnel belonging to Departments of Police, Fire, Electricity, etc.	No.	1	
6.	<p><b><u>Air Conditioned Restaurant &amp; Bar with facade as per instruction of DoT with attached toilets (M &amp; F):</u></b> P/E braced and tied Aluminium Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star restaurant with extra hand wash basin. Providing 150 mm to 300 mm raised platform with 19 mm thick fire-retardant Plywood / block boards supported by wooden logs and covered with good quality of synthetic carpet. Front facade with minimum 6 mm ply fixed on wooden / steel framework and painting etc. complete. The scope shall cover to provide general lighting, fans, AC. The lights should be enough up to the satisfaction of DoT and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be sustained between 23 to 26 degree Celsius equally distributed. Operator need to cover internal walls with using theme decorative flex with frame of height 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence / certificates are to be provided. All wiring should be in rigid PVC conduit protected with ELCB &amp; voltage stabilizer &amp; dedicated earthing.</p> <p><u>The structure should be ready before five days of the start of the project.</u>  <b>Size – 20Mtr x 20 Mtr = 400 Sqm</b>  <b>Outdoor Bar Extra – 5Mtr x 5 Mtr</b>  <b>Outdoor Snacks Bar Extra– 5 Mtr x 5 Mtr</b>  <b>Min Pax = 75</b>  <b>The cost shall include staff for operations.</b></p>	No.	1	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 2: Putsil, Koraput		
		Unit	Qty	Amount (INR)
7.	<p><b><u>Air Conditioned Reception with facade as per instruction of DoT with attached toilets (M &amp;F)</u></b> : P/E braced and tied Aluminium Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star hotel lobby. Partitions shall be made in prefabricated aluminium sections (height up to 2.50m) with laminated panels with arrangements for doors, glass windows for reception area with waiting lounge and providing necessary tables, sofa, chairs, dustbins, theme, pantry and drinking water facilities, providing Porch with carpet and wooden platform and work station is a part of scope of work. Providing 150 mm to 300 mm raised platform with 19 mm thick Fire-retardant Plywood / block boards supported by wooden logs and covered with good quality of synthetic carpet. Front facade with minimum 6 mm ply fixed on wooden/steel framework and painting etc. complete. The scope shall cover to provide general lighting, fans, AC. Necessary minimum 20 nos. electrical points (5/15A plug points), wall fan/ ceiling fan/ pedestal fan/ exhaust fan as per requirement, General lighting (using Tube lights/PAR lights/Metal/Halogen/CFL/LED lights, etc.) for inside Hanger. The lights should be enough up to the satisfaction of DOT and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be maintained between 23 to 26 degree Celsius equally distributed. Operator need to cover internal walls with using theme decorative flex with frame of ht. 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence/certificates are to be provided. All wiring should be in rigid PVC conduit protected with ELCB &amp; voltage stabilizer &amp; dedicated earthing.</p> <p><u>The structure should be ready before five days of the start of the project.</u></p> <p><b>Size - 10 Mtr x 10 Mtr = 100 Sqm</b></p> <p><b>The cost shall include staff for operations.</b></p>	No.	1	
8.	Kitchen to supply to the cafeteria Size: 150 sq.m	No.	1	
9.	Fire Extinguishers 10 KG (CO2 & ABC)	No.	10	
10.	Fire Extinguishers 5 KG (CO2 & ABC)	No.	25	
11.	Operation and Management of the Restaurant, Bar & Kitchen including HR should be done by qualified persons who have handled work of similar nature, earlier. The qualified manpower should be fluent in speaking English as well as Hindi and Odia	Lumpsum	1	

**Request for Proposal for Selection of agency(s) for set up, operation and management of Eco Retreats at multiple locations in Odisha for a period of 4 Years (2022-2026)**

Item no	Description	Site 2: Putsil, Koraput		
		Unit	Qty	Amount (INR)
12.	Food & Beverage (F&B) shall be provided by the selected operator. Billing will be on the basis of actual usage <b>in case the actual number of PAX is higher than the BoQ quantity</b> . Indicative menu is given in <b>Annexure – XI</b>	PAX	2000	
13.	Meals for Support Personnel, Drivers and Personal Staff. Billing will be on the basis of actual usage <b>in case the actual number of PAX is higher than the BoQ quantity</b> . Indicative menu is given in <b>Annexure – XII</b>	PAX	700	
14.	Entry Gate / Thematic craft with eco-friendly material:  The height of welcome arches shall be minimum 4m to 5m providing Bamboo/MS steel structure with 10 mm to 12 mm plywood wherever required with necessary framings and bracing. Gate shall be supported on required foundations embedded to be designed by a competent structural designer or as approved by a professional advisor.	No.	1	
15.	Wall Branding	Sq. Ft	12000	
16.	Logistics Stalls (5mx5m) with furnishings	No.	8	
17.	Horticulture (Plants & flowers)	No.	1000	
18.	Live performance Artist including Singer (Minimum 1.5 hrs of performance)	Days	90	
19.	Thematic pathway for entry (10mx5m)	No.	1	
20.	Needle punched synthetic carpeting OR Coir Matting	sq.m.	4000	
21.	CCTV Camera with setup (Weekly backup data to be submitted to DoT)	No.	15	
22.	Security Guards Male	No.	10	
23.	Security Guards Female	No.	6	
24.	Silent Generators 125 KVA	No.	2	
25.	Parking Attendant	No.	2	
26.	Chemical Toilet at various locations	No.	2	
27.	LED Par	No.	50	
28.	LED Moving Wash	No.	4	
29.	Wire manager	Lumpsum.		
30.	Necessary cable splitters and all supporting hardware	Lumpsum		
31.	General Lighting with passage lighting - 150W-400W LED Flood Light (Min 300 Nos) and Decorative/Theme light along with pole, fixture, lamp, junction box, Separate circuit	Lumpsum	1	

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Item no	Description	Site 2: Putsil, Koraput		
		Unit	Qty	Amount (INR)
	breaker in case of any short circuit, all safety equipments to ensure zero chance of short circuit, etc.			
32.	VIP Seating – Leather/Leatherite Sofa (single seater)	No.	6	
33.	VIP Seating – Leather/Leatherite Sofa (Twin seater)	No.	5	
34.	NOCs for all types of event mentioned in the RFP	Lumpsum	1	
35.	Flags	No.	75	
36.	Umbrella/shade element	No.	5	
37.	Brochure (10-12 Pages) With Content Development, Approvals and Distribution	No.	500	
38.	Welcome Kit with Inlay Content Sheets and File Type Cover	No.	500	
39.	Cabling behind tents: laying of 4 core 150mm main cabling behind the tents. Putting up distribution boards and extensive cabling to be laid underground	Mtr.	300	
40.	Fire alarm putting up fire alarm switch in each room & structure with hooters and main panel in reception	Lumpsum	1	
41.	EPABX Setting in All Tents & other Structures	Lumpsum	1	
42.	T shirt and caps for guests	No.	2000	
43.	Flower setup, Bouquet and Balloon release on Inauguration day	Lumpsum	1	
44.	Golf Cart and Wheelchair facilities	No.	3	
45.	Watch Towers (Machan) (6X6 sqm) with minimum 10 ft height with furniture	No	2	
46.	Wire mesh fencing / Pickets / or aesthetically similar	Sq. Ft	2000	
47.	Ambience as per presentation, theme elements	Lumpsum	1	
<b>Land and air related activities</b>				
48.	All – Terrain Vehicles with dedicated Off-Road Track	No.	2	
49.	Rifle Shooting	No.	1	
50.	Archery	No.	1	
51.	Kids Zone with Splash pool of 6 Mtr x 6 Mtr	No	1	
52.	E-Bicycles (Mountain Bikes; Organising of Biking Events / Guided Tours)	No.	10	
53.	Para gliding	No.	1	
54.	Paramotoring	No.	1	
<b>Promotion &amp; Sales</b>				

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Item no	Description	Site 2: Putsil, Koraput		
		Unit	Qty	Amount (INR)
55.	Deployment of Call centre executives for 5 months	No.	Lump	
56.	Sales executives	Persons	2	
57.	Hoarding	Sq. ft.	5000	
<b>Adherence to COVID-19 Protocols</b>				
58.	All consumables for adhering to COVID-19 protocols issued by competent authority	No.	Lump	
59.	Isolation Tent at par with Staff Tent	No.	1	
<b>Optional Activities</b>				
60.	Tethered Hot Air Balloon	No	1	
60	<b>Mini Conference facility to accommodate 60 pax.</b> Air Conditioned Conference Hall with facade as per instruction of DoT with attached toilets (M & F) : P/E braced and tied Aluminium Clear span Structure Hanger (German Hanger) with Blackout White PVC Covers and side height 4m and outer face covered with approved facade, Roof covered with fire retardant PVC Fabric cover (SRF). Interior work as per the usage and purpose of room with furnishing comparable with any 3-star banquet with high-resolution displays of up to 4K for improved image clarity and operator should provide versatility, high audio quality and data transmission while providing complete control over conference proceedings. Partitions shall be made in prefabricated aluminium sections (height up to 2.50m) with laminated panels with arrangements for doors, glass windows for Conference area with waiting lounge and providing necessary tables, sofa, chairs, dustbins, theme, pantry and drinking water facilities, providing porch with carpet and wooden platform is a part of scope of work. Providing 150 to 300 mm raised platform with 19 mm thick fire-retardant plywood/block boards supported by wooden logs and covered with good quality of synthetic carpet. Front facade with minimum 6 mm ply fixed on wooden/steel framework and painting etc. complete. The scope shall cover to provide general lighting, fans, AC. Necessary minimum 20 nos. electrical points (5/15A plug points), wall fan/ ceiling fan/ pedestal fan/ exhaust fan as per requirement, General lighting (using Tube lights/PAR lights/Metal/Halogen/CFL/LED lights, etc.) for inside Hanger. The lights should be enough up to the satisfaction of DOT and if required extra lighting shall be done without any extra cost. The entire area should be air conditioned and temperature should be maintained between 23 to 26 degree Celsius equally distributed. Operator need to cover internal walls with using theme decorative flex with frame of ht. 6ft to 8ft as per requirement is a part of scope of work. All materials have to be fire-retardant material and necessary documentation evidence/certificates are to be provided. All wiring should be in	No	1	

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Item no	Description	Site 2: Putsil, Koraput		
		Unit	Qty	Amount (INR)
	rigid PVC conduit protected with ELCB & voltage stabilizer & dedicated earthing. The structure should be ready before five days. Size - 10 Mtr x 25 Mtr = 250 Sqm Min Pax = 60. The cost shall include staff for operations			
<b>Total</b>				

**Note: Prior approval of DoT has to be taken for any change in Quantity of the BoQ items during the course of execution of the Eco Retreat**

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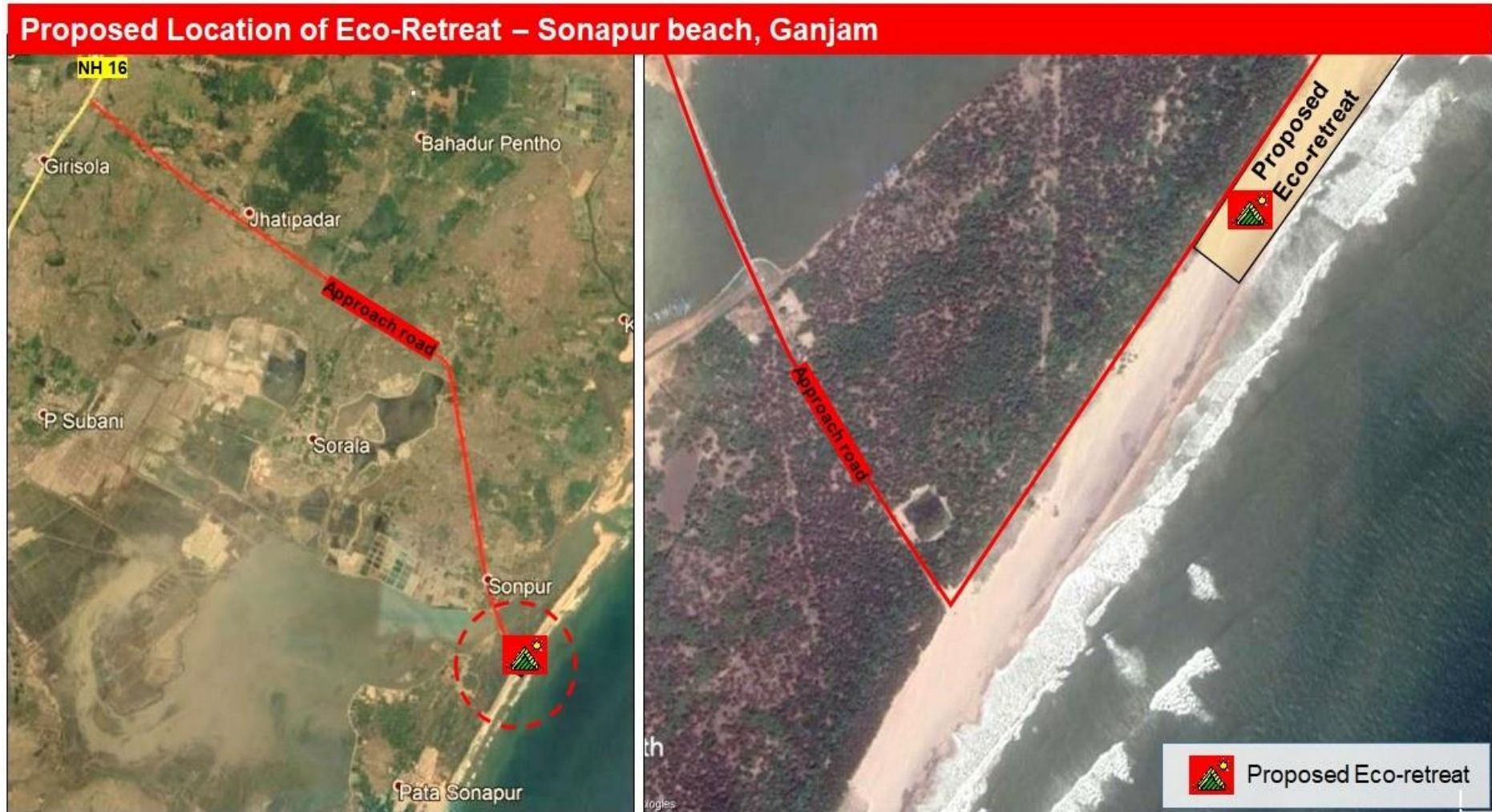
**Note:**

- 1. Actual BoQ may vary as per the site requirements and the directions of DoT. Payment will be made only for actual BoQ executed upon verification by DoT.**
2. 'LS' in this annexure means Lumpsum Amount for that particular item.
3. All construction must be temporary in nature without any concrete structure.
4. All necessary support infrastructure including, but not limited to, drinking water facilities, sewage collection arrangements, electrical cabling inside tent city area will be arranged by Operator. DoT will provide necessary support in way of obtaining necessary permissions from the concerned government departments, as required.
5. No sewage wastage to be disposed of in nearby area. Necessary arrangements must be made to collect sewage and dispose at designated locations.
6. Operator must arrange sufficient capacity of diesel generators or alternate source of power generation in case of failure of electricity.
7. General facilities for types of tents:
  - 7.1 A double fly ridge tent made from cotton canvas waterproof 450 GSM per square meter.
  - 7.2 Sturdy metal poles (socketed) for compact packing. Accessories shall include iron pegs, pins, hammer and ropes or any material of higher quality.
  - 7.3 The quality of design, workmanship and service shall be good and consistent with international standards.
  - 7.4 Defective, cracked or torn materials shall not be used.
  - 7.5 All tents shall be firmly grounded and stable against wind force and dead loads, considering the surrounding environment. Tents shall be designed and maintained considering adverse weather conditions.
  - 7.6 Joinery and supports should be properly engineered with a good finish.
  - 7.7 Water flow and pressure should be uniform in toilets of each tent.
  - 7.8 All tents shall have good quality furniture, fixtures and fittings.
  - 7.9 Fire safety system (fire sprinklers / extinguishers / alarms) shall be installed, as per the standards.
  - 7.10 All the furniture should be firm, comfortable, traditional and meeting the functional requirements
  - 7.11 Operation and management of tents shall include room service, sanitation, consumables, change of linen, etc.
  - 7.12 Operator(s) shall provide details of infrastructures, facilities and services to be offered for site 1 and site 2. The implementation part shall be subject to DoT's approval.



## ANNEXURE-X PROJECT LOCATIONS

### Site 1: Sonapur beach, Ganjam





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Site 2: Putsil, Koraput



## ANNEXURE-XI Food Menu – For Guests

Proposed food menu for guests

Breakfast Menu	Lunch Menu	Dinner Menu
Juice (1 fresh watermelon + 1 canned) (02 type)	Soup	Soup
02 Types Cereals with Hot & Cold Milk (cornflakes, chocoflakes) + hot porridge with condiments	Burnt Garlic Veg	Minestrone
Bread, Butter, Jam (white+ brown)	Veg manchow soup with crispy noodles	Tom Yum Chicken
Aloo chop, kala chana masala	Salad	Starter (veg + nonveg)
Live Egg Counter	Panzanella	Chilli chicken, Prawn Koliwada
Cholar dal, Luchi	Garden Green / Papdi Chaat	Paneer Tikka , Crispy veg Salt and pepper
Idli, Sambar, Chutney (3 type)	Masala Sprouts	Salad
Dosa,Uttappam (Live Counter)	Veg Raita	Garden Green Salad
Fresh Cut Fruits (2 type - papaya, Pineapple) Whole Fruit: 1 type (banana)	Roasted / Fried Papad, Pickle	Thai Noodle Salad/Kabuli Chana Chat
Stuffed Paratha with curd and pickle (Aloo and Cauliflower)	Mains	Fruits chat/Pasta
Tea / Coffee	Noodles	Burani Raita
	Matar Pulao	Papad/ Pickle
High-Tea Menu	Steamed rice	Mains
Assorted Sandwich		Pasta (Live)
Assorted Pakora	Indian Breads	Veg Biryani
Tea / Coffee	Naan / Roti/ Kulcha	Steamed rice
		Indian Breads
	Non Veg Main Course	Naan/ Roti/ Paratha/Chapati
	MethiMurgh	Non Veg Main Course
	Macha Kalia (Ruhu Fish)	Chicken Biryani KasaMangsho (Mutton)
	Veg Main Course	Veg Main Course
	Dal Bukhara	Palak Paneer
	Zafrani Paneer Korma	Malai Kofta
	Pariba Ghanta (Local Veg)	SattuBesara
	Aloo potolertarkari	Dal Makhani
	Desserts	Desserts
	Gulab Jamun	Fruit Truffle
	ChhenaPoda (local)	Chhena Malpua
		Chocolate Ice Cream

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**ANNEXURE-XII Food Menu for Support Personnel, Drivers and Personal Staff**

Proposed food menu for Support Personnel, Drivers and Personal Staff:

<b>Breakfast Menu</b>	<b>Lunch Menu</b>	<b>Dinner Menu</b>
Juice (canned)	Roasted/ Fried Papad, Pickle	Roasted/ Fried Papad, Pickle
Idli, Sambar, Chutney (3 type)	Mains	Mains
Aloo chop, kala chana masala	Steamed rice	Steamed rice
Tea / Coffee	Roti	Roti
	Non Veg Main Course	Non Veg Main Course
High-Tea Menu	Chicken Curry/ Macha Kalia (Rohu Fish)	Chicken Biryani/ Macha Kalia (Rohu Fish)
Assorted Sandwich	Veg Main Course	Veg Main Course
Assorted Pakora	Pariba Ghanta (Local Veg)/ Aloo potola tarkari	Pariba Ghanta (Local Veg)/ Malai Kofta
Tea / Coffee	Desserts	Desserts
	Gulab Jamun/ ChhenaPoda (local)	Chennau Malpua/ IceCream



ANNEXURE-XIII ILLUSTRATIVE IMAGES OF ECO RETREAT





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## ANNEXURE-XIV Pre Bid Query Format

Interested parties shall submit their queries in the following format

Sl. No	Clause No. as per RFP	Query/ Modifications sought	Suggestions (if any)
1.			
2.			

**Note:**

Bidders shall submit their query or modification in soft copy to [pmu@odishatourism.gov.in](mailto:pmu@odishatourism.gov.in) / [info@odishatourism.gov.in](mailto:info@odishatourism.gov.in) on or before the pre bid query submission due date.