



GOVERNMENT OF JAMMU & KASHMIR,
J&K FOREST DEPARTMENT, JAMMU

Request for Proposal (RFP) for hiring of a Creative Agency for making of a documentary film on different works carried out by Jammu & Kashmir Forest and allied departments Compensatory Afforestation Fund Management and Planning Authority (CAMPA)

titled

“CAMPA: A Story of Forest Diversion to Afforestation, Success Stories”

**(Notification No. 02-CAMPA of 2020
Dated 07-09-2020)**

JAMMU AND KASHMIR, COMPENSATORY AFFORESTATION FUND
MANAGEMENT AND PLANNING AUTHORITY (CAMPA)
SECRETARIAT, FOREST DEPARTMENT
VAN BHAWAN, BELOW GUMAT, JAMMU-180001

Office Address

May to October: Forest Complex, Shiekh Bagh,
Lal Chowk, Sgr- 190001

Phone: 0194-2483937,
Fax: 0194-2455027

Nov. to April : Van Bhawan, Below Gumat,
Jammu-180001

Phone: 0191-2560585,
Fax: 0191-2547276

URL Address: www.jkforest.gov.in
E-mail: pccfjkforest@gmail.com
jcampacell@gmail.com

E-tendering

QUALITY CUM COST BASED SELECTION



सत्यमेव जयते

**GOVERNMENT OF JAMMU AND KASHMIR
OFFICE OF THE PR.CHIEF CONSERVATOR OF FORESTS & HoFF**



Request for Proposal (RFP) for making a documentary film on Compensatory Afforestation Fund Management and Planning Authority (CAMPA): A story of forest diversion to afforestation (Success stories).

IMPORTANT DATES

In respect of the Request for Proposal (RFP) for making a documentary film on CAMPA: A story of forest diversion to afforestation (Success stories).

S.No.	Key Activities	Date and Time
1.	Date of Publication of RFP	Start Date: From 2.00 PM of 08/09/2020 on www.jktenders.gov.in
2.	RFP Document Download Date	03.00 PM of 08/09/2020 onwards
3.	Last date/time for submission of written queries by intending bidders through email at: jkcampacell@gmail.com	15/09/2020 till 4.00 PM.
4.	Response to the Queries will be published on www.jktenders.gov.in & www.jkforest.gov.in Pre-bid conference	21/09/2020 18/09/2020 (at 11 AM)
5.	Submission of bids on www.jktenders.gov.in	Start Date: 23/09/2020 from 10.00 AM End Date: 29/09/2020 up-to 02:00 PM
6.	Bid Validity	180 days from the date of opening of bids.
7.	Bid Procedure	Two stage bidding (Technical & Financial) through e-Tendering mode at www.jktenders.gov.in
8.	Bid Evaluation Criteria (Selection Method)	Quality and Cost Based Selection (QCBS)
9.	Websites for downloading RFP, Corrigendum's, Addendums etc. (if any)	www.jktenders.gov.in or www.jkforest.gov.in
10.	Opening of Technical Bids	11:00 AM of 01/10/2020 in Pr. Chief Conservator of Forests Office Van Bhawan Forest Complex Jammu
11.	Date of presenting Proof of Concept (PoC)	Will be communicated separately
12.	Bid Document/Tender Fee	Nil

13.	Bid Security/EMD	Bid Security-Earnest Money Deposit in the form of a CDR/ FDR/BG, from a scheduled or Nationalized Indian Bank in favor of CAO O/o Pr. Chief Conservator of Forests, J&K, valid for (01) one year payable at Srinagar, J&K, for the sum of Rs 50,000/- (Rupees Fifty Thousands Only). Scanned Copy of the instrument is to be uploaded on JK Tenders Portal (www.jktenders.gov.in) along with the bid. However, L1 bidder has to submit original document of EMD in the office of CEO, CAMPA O/o PCCF Van Bhawan Forest Complex Jammu before the issue of work order, failing which the bidder shall be liable to disqualification including blacklisting. EMD is exempted for MSEs/NSIC certificate holders
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The bids shall be submitted online only at website: <https://www.jktenders.gov.in>

Manual Bids will be summarily rejected.

1. Scope of work

J&K CAMPA O/o Pr. Chief Conservator of Forests & HoFF, Forest Department invites proposals from eligible Filmmakers for making a documentary film with a working title: **A story of forest diversion to afforestation (Success stories)**

Details of the project are given below on which the film-maker should base their proposals:

Language	English
Duration	To be made in following versions: (i) 10-12 minutes (ii) Promo version of 2-3 minutes (iii) 40 sec. (snippets – independent short clips of individual section of film for use on social media, TV fillers).
Format	In 4K/Ultra HD Format
Objective	<ul style="list-style-type: none"> • To showcase major infrastructure projects involving diversion of forest lands. • To showcase major forest and wildlife management activities and related infrastructure development activities undertaken by J&K CAMPA during 2010-11 to 2019-20 spread all over the UT of J&K. Details of

	works executed under CAMPA may be seen at the website of J&K Forest Department → jkforest.gov.in → CAMPA → List of works. A short background note is at annexure-3.
Treatment & storyline	Should be fast paced, engaging to watch, cohesive and creatively presented. Narration or anchor driven approach may be chosen without long monologues.
What to include	Fresh shooting in various parts of UT of J&K
Location of shooting	Whole of UT of J&K (At least 5 CAMPA works and a few major development projects involving diversion of forest land in each district of the UT of J&K.
Deadline	Deadline for submission of the final project is within three months of signing of the agreement.

2. Eligibility criteria:

A. In order to participate, Film-makers should fulfill all the following conditions given below:

- i. EMD of Rs 50,000/- (Rupee fifty thousand only) payable to Chief Accounts Officer O/o Pr. Chief Conservator of Forests, J&K valid for 06 months should be scanned and enclosed in pdf file of technical bid of tender. Hard copy of the EMD should be submitted by the successful bidder only.
- ii. Annual turnover during last three years Rs 10.00 lakh (Audited balance sheet from the CA).
- iii. The company should be empanelled with DAVP.

B. Filmmakers should fulfill all or any one of the following (proof/web-links should be submitted/uploaded in support):

- (a) Have made a documentary film earlier on the theme of Forest & Wildlife in last 5 years;
- (b) Have made a similar film or public awareness film for any Government of India Ministry or Department in the last 5 years;
- (c) Have won a National Films Award for documentary, short film (given by Directorate of Film Festivals, Ministry of Information & Broadcasting, Government of India) produced in the last 5 years.
- (d) Made a film earlier for J&K Government.

The Bidders should upload the copies of the relevant supporting documents for the above as proof for fulfilling the above conditions.

3. Submission of Proposal:

Bidders should upload their bids on jktenders.gov.in in two separate parts viz.

- i. Technical bid: To be submitted as given in Annexure-1.
- ii. Financial bid: To be submitted in the proforma as given in Annexure-II.

* Please note: Any information about the budget should not be mentioned in technical bid submitted.

4. Evaluation procedure:

- i) Incomplete proposals will not be considered.
- ii) Only those bids will be accepted for technical evaluation which fulfill the basic eligibility criteria.
- iii) Acceptance of a proposal for the next round will be on the basis of:

a) Preliminary evaluation:

A Preliminary evaluation of project synopsis, objectives and description, methodology and treatment, etc, will be done in respect of the eligible bidders, which carry a maximum of 30 marks.

- b) Presentation: The eligible bidder then will be invited to give a detailed Presentation to an evaluation committee of the J&K CAMPA, Forest Department, expressly constituted for evaluation of proposals for this project. Presentation can be in the form of PowerPoint, demo reel, etc. Members of the evaluation committee will evaluate and rate each proposal on following parameters: (i) knowledge of the theme (ii) Engaging storyline (iii) Uniqueness of idea (iv) Treatment of the film. The presentation carries a maximum of 40 marks.

- c) The bidders who score a minimum of 50 marks in technical bid out of 70 marks will qualify the technical round. Financial bid of only those bidders will be opened who qualify the technical round.

- d) The financial score will be calculated as per following formula:

The bidder with the lowest financial bid (L1) shall be awarded 100 financial score and for the rest, financial score would be:-

$\{(Financial\ bid\ of\ L1/Financial\ bid\ of\ the\ bidder) \times 100\}$ (adjusted to two decimals).

- e) The final selection will be based on Quality cum Cost Based System wherein 70% weightage will be given to the technical score and 30% weightage to the financial score. The bidder with the highest score will be awarded the contract. The formula to be used to evaluate the final scores/Cumulative score of the bidders

after Technical and financial evaluation:

$CS = (T)*0.7 + (F)*0.3$, where CS is cumulative score, (T) is Technical bid score and (F) is Financial bid score.

- f) The Committee will recommend the finally selected bidder to the Competent Authority for acceptance. Successful bidder will be informed of the decision and shall be required to sign an agreement with the J&K CAMPA, Forest Department.

5. Terms and Conditions:

- (i) Mere submission of the proposal, shall not confer any right whatsoever on the submitting entity.
- (ii) The proposal shall remain valid for a period of 6 months from the date of publication of the RFP.
- (iii) It shall be obligatory on part of the submitting entity to furnish any further information as may be sought by J&K CAMPA.
- (iv) Neither the issue of this RFP nor any part of its contents are to be taken as any form of commitment or acknowledgement on part of J&K CAMPA to proceed with any proposal or any entity. J&K CAMPA reserve the rights to annul or terminate the process/project or reject any proposal at anytime or at any stage without assigning any reason.
- (v) The successful bidder will have to submit a performance guarantee equivalent to 10% of the contract value before signing of agreement. EMD of successful bidder will be returned after submission of performance guarantee.
- (vi) Tender not accompanied by the Bid security (EMD) are liable for rejection.
- (vii) No amendments/changes will be allowed after the last date of submission of bids.

6. **Opening of RFP:**

The proposals shall be opened as per schedule mentioned in the table titled '**important dates**' at the office of PCCF, Van Bhawan, Jammu in the presence of bidder or their authorized representatives who choose to attend the opening of bids. Authorized Representative with authority letter on the letter head of bidding company, duly signed by the bidder only, will be allowed to attend the meeting of the evaluation committee. J&K CAMPA reserves the right to call for additional information from the bidders at any stage.

7. Terms of Payment: -

- I. No advance payment shall be made to the agency.
- II. The agency shall submit the bill for payment after the successful completion of the work. The Bill after the due verification as per the scope of work, if found eligible, shall be paid by the J&K CAMPA Forest Department.
- III. Agency shall furnish only the original GST Bill for payment along with the Bank account details.
- IV. J&K CAMPA reserves the right to deduct the payment if any deliverable is found missing/ not delivered.

8. Force Majeure:

The successful Bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination of contract in the event of delay in performance or other failure in performing material obligations under the contract as a result of force majeure.

For the purpose of this clause, "Force Majeure" means an event beyond the control of the bidder and not involving negligence or fault of bidder. Such events may include, but are not restricted to wars & revolutions, fires & floods, epidemics & quarantine restrictions and freight embargoes.

If a force majeure situation arises, the bidder shall promptly notify in writing such conditions to the CEO J&K CAMPA with the cause thereof, otherwise, the Bidder shall continue to perform its obligations under the Contract, as far as possible, for which all reasonable/alternative means have to be adopted by the bidder to perform as if not prevented by the event of Force Majeure.

9. Arbitration:

- I. For any dispute between the agency and J&K CAMPA the decision of PCCF (HoFF), J&K shall be final and binding upon the contractor.
- II. Time being essence of contract, the successful tenderer is bound to complete the allotted work within stipulated completion period.
- III. The successful bidder shall be responsible for all safety measures at sites. Disputes if any arises and could not be resolved mutually, the matter shall be referred to the Commissioner/Secretary to the Govt., Forest Department J&K Govt, Civil Secretariat Jammu/Srinagar or any officer nominated by him/her

for arbitration. The decision of the Arbitrator as above shall be final & binding on both the parties to the contract.

10. Penalty Conditions:

- I. Time of completion, being essence of contract, the successful bidder is bound to complete the allotted work within stipulated time frame as per the job order failing which penalty to the extent of 2% of the total cost of the work allotted for delay of each fortnight shall be imposed upon the agency.
- II. Failure of successful bidder to execute the work in full, in a time bound manner, will be considered as breach of contract.
- III. In case of breach of contract, the Performance Bank Gurantee will be forfeited and the agency shall be recommended for blacklisting for breach of contract.
- IV. A notice sent through email / special messenger to the agency will be sufficient to initiate action against the agency and will be considered as the notice served to the agency.
- V. That the jurisdiction of all kinds of disputes between the parties to this agreement shall be in J&K.

Forms and Formats of Technical Proposal

The Chief Executive Officer
Compensatory Afforestation Fund Mgmt & Planning Authority (CAMPA)
J&K Forest Department

Ref: NIT No. _____ dated _____

Subject: Making of a documentary film on different CAMPA works carried out by Jammu & Kashmir Forest and allied departments **titled “CAMPA: A Story of Forest Diversion to Afforestation, Success Stories”**

Dear Sir,

- a. Having examined the RFP document, I/We the undersigned herewith submit our bid online in response to your NIT No..... Dated..... Selection of a Creative Agency for making of a documentary film on different CAMPA works carried out by Jammu & Kashmir Forest and allied departments **titled “CAMPA: A Story of Forest Diversion to Afforestation, Success Stories”**, in full conformity with the said RFP document.
- b. I/We have read and understood the provisions of the RFP document and confirm that these are acceptable to me/us. I/We confirm that the terms and conditions in the RFP shall be acceptable to me/us.
- c. I/We hereby declare satisfaction over the technical eligibility criteria as specified in the RFP and agree to abide by all the terms and conditions specified therein.
- d. The Earnest Money Deposit (EMD)/Bid Security of **Rs 50,000/- (Rupees Fifty Thousands Only)** submitted by me/us bearing CDR/FDR number..... issued by _____ bank.
- e. I/We hereby declare that I/we are not involved in any litigation having impact on delivery of services as required under this assignment and I/we are not under a declaration of ineligibility for corrupt or fraudulent practices.
- f. I/We have not been blacklisted by any department /society

/PSU/organization of central/ state government.

- g. I/we accept that if any misrepresentation/wrong information is contained in the bid or suppression of material or relevant facts & figures mentioned therein may lead to my/our disqualification.

Our correspondence details with regards to this bid are

S. No.	Information	Details
1	Name of responding Bidder:	
2	Address of responding Bidder:	
3	Name, Designation of the Person to whom all correspondence shall be made regarding this RFP	
4	Telephone No	
5	Mobile no. of contact person:	
6	E-mail address of contact person	

I/We hereby declare that our bid submitted in response to this RFP is made in good faith and the information contained therein is true and best to my / our knowledge and belief.

Thanking you,

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -
Date:

Documents Required for technical bid

Sl No.	Document	Type
1.	A self contained proposal for the documentary based on brief scope of work mentioned in Para 1 of the RFP.	PDF
2.	Copy/You tube link or other video sharing website link of the documentary film made earlier on the theme in which the proposal is being sent.	PDF
3.	<p>List of Enclosures on a self attested Company letter head with complete address, contact numbers, email:</p> <ul style="list-style-type: none"> i) Undertaking that you meet the eligibility criteria and indicate which one (please submit proof): ii) Project Description (not more than one A-4 page) Brief storyline and how the film will unfold. iii) Project methodology & treatment: Describe your vision and creative approach to the film and visual treatment. Also mention proposed people to interview; choice of narrator/anchor; special techniques to be employed in filming; format. iv) EMD of Rs 50,000/- should be submitted by bidders v) Profile of the film maker (not more than one A-4 page) with mention of past projects and brief description of body of work. vi) Company profile (not more than A-4 page) where registered, tax registration details, years in existence and past work. Please highlight any Government work. vii) Audited balance sheet of last three years (2017-18, 2018-19 and 2019-20) from statutory auditor. viii) Testimonials and web-links if any (not more than one A-4 page). ix) Declaration of not black listed (As per annexure-1) x) Certificate to provide qualified team (As per annexure-2) 	PDF

Forms and Formats of Financial Proposal

FINANCIAL BID COVER LETTER

To

The Chief Executive Officer
Compensatory Afforestation Fund Mgmt & Planning Authority (CAMPA)
J&K Forest Department

Ref: NIT No. _____ dated _____

Subject: Making of a documentary film on different CAMPA works carried out by Jammu & Kashmir Forest and allied departments **titled “CAMPA: A Story of Forest Diversion to Afforestation, Success Stories”**.

Dear Sir,

I/We, the undersigned having read & examined in detail, the RFP regarding making of a documentary film on different CAMPA works carried out by Jammu & Kashmir Forest and allied departments **titled “CAMPA: A Story of Forest Diversion to Afforestation, Success Stories”** for J&K CAMPA in UT of J&K, the receipt of which is hereby duly acknowledged, I/we the undersigned offer to work in conformity with the said RFP.

I/ We undertake:

- a. that the quoted prices are in conformity with prescribed requirements and inclusive of all costs relating to work execution. The prices also include all type of taxes/duties as mentioned in the financial bid (BoQ).
- b. that if the contract is awarded, I/we shall submit the prescribed performance security deposit (equivalent to 10% of work order value) and shall work in accordance with the prescribed timelines.
- c. to abide by this bid for a period of 180 days from the last date of bid opening.
- d. that until a formal contract is prepared and executed, this bid together with your written notification of award shall constitute a binding on me/us.
- e. that the bid has been made in good faith without collusion or fraud and the information contained therein is true and best of our knowledge and belief.
- f. I/We unconditionally agree to all the terms & conditions as mentioned in the RFP and submit that we have not submitted any deviations in this regard.

Authorized Signatory Name:

Designation:

Date:

Financial Proposal

S.No	Description	All Inclusive Amount (INR)	GST %	Total Amount including GST
1.	Making of a documentary film on different CAMPA works carried out by Jammu & Kashmir Forest and allied departments titled “CAMPA: A Story of Forest Diversion to Afforestation, Success Stories” in UT of J&K as per the scope of the work mentioned in the RFP.			
Total				
Total Amount in words				

Signature of the bidder with seal

CAMPA — A Story of Forest Diversion to Afforestation (Success Stories)

Imperatives of development to improve the living conditions of a rapidly growing population, particularly enabling infrastructure, cannot be over-emphasized. The need to protect and conserve existing forests has also assumed equally pressing urgency in view of ever-emerging and growing challenges posed by environmental degradation.

2. The policy makers in India have attempted to strike a balance between two apparently conflicting demands by bringing in the Forest (Conservation) Act, 1980 (FCA). The erstwhile State of J&K brought on similar lines the J&K Forest (Conservation) Act, 1997. The objective of this Act is to regulate diversion of forest lands only for essential development works, particularly construction of infrastructure works, such as, roads, hospitals, educational institutions, laying of transmission line and optical fiber lines. These development works on forest lands are sanctioned by the government through a rigorous process of scrutiny at various levels from DFO to the State Government to Central Government. The guiding principle behind various levels of checks is to ensure minimal loss of forests in the process and at the same time, to charge money from the user agencies for undertaking compensatory afforestation.

3. The Hon'ble Supreme Court in a well known environmental case titled ' T.N.Godavarman Thirumulkpad V/s Union of India & others', writ petition (Civil) No. 202 of 1995, has ordered for charging of Net Present Value (NPV), over and above the money for compensatory afforestation from the user agencies for restoring loss of environmental goods and services — timber, non-timber forest produce, fodder, ground water recharge, carbon sequestration, water-shed value, aesthetic value, habitat for wildlife — due to diversion of forest lands. In case of Protected Areas, user agencies are required to pay additional charges which are decided at the time of approval of the project, like 5% of the project cost.

4. The Hon'ble Supreme Court in the said case also directed that Compensatory Afforestation Fund Management and Planning Authority (CAMPA) may be set up to manage and utilize the compensatory monies received from user agencies. In compliance to this, J&K CAMPA was set up in November 2010 as per the guidelines of Ministry of Environment, Forest and Climate Change. CAMPA activities are presently governed under the Compensatory Afforestation Fund (CAF) Act 2016 and the Compensatory Afforestation Fund Rules 2018 which have been extended to the UT of J&K w.e.f. 31-10-2019 with the re-organization of the erstwhile State into the UTs of J&K and Ladakh.

(showcase major infrastructure projects including hydro-electric power projects from all over the UT while narrating para 1-4 above)

5. Under Forest Conservation Act, a total of 13902 ha (0.7% of the total forest area of J&K) forest area has been diverted for non-forestry purposes, since inception, in 1990 till March 2020. Against this, a total of 52026 ha degraded forest area has been rehabilitated under CAMPA during the last 10 years (2010-11 to 2019-20). Thus the loss of each hectare of forest area has been compensated with rehabilitation of about 4 Ha of degraded forest area. A total of 368.28 lakh plants have been planted during the said period to compensate for loss of 15.49 lakh trees/poles/saplings due to diversion. Thus, the loss of each tree has been compensated with planting of more than 20 plants.

6. Besides, NPV money is utilised to support the following forest and wildlife management activities in J&K, namely:-

- a) assisted natural regeneration;
- b) artificial regeneration;
- c) Plant production;
- d) silvicultural operations in forests;
- e) protection and maintenance of plantations and forests;
- f) forest fire prevention and control operations;
- g) soil and moisture conservation works in the forest;
- h) improvement of wildlife habitat; and
- i) management of biological diversity and biological resource.

NPV money is also utilised to support the forest and wildlife related infrastructure and capacity building of the personnel:

- a) construction, up-gradation and maintenance of inspection paths, watch towers and check posts;
- b) construction of residential and official buildings in forests for frontline staffs — Range Officer and below;
- c) monitoring and evaluation including third party monitoring of CAMPA works;
- d) publicity-cum-awareness programmes
- e) capacity building of frontline staff.

(showcase success stories in respect of above activities from all over the UT)