



**भारतीय वन्यजीव संस्थान**  
**Wildlife Institute of India**

(An Autonomous Institute under Ministry of Environment, Forest and Climate Change, Govt. of India) Post Box No 18, Chandrabani, Dehradun

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<b>Tender Notice No. WII/P Cell/22-23/64</b>
<b>TENDER DOCUMENT</b>
<b>Name of the Contract</b>
<b>Wildlife Management Study Tour of Officer Trainees of 10-month Postgraduate Diploma Course in Advanced Wildlife Management to South Africa during 31 July 2022 to 17 August 2022</b>

**NOTICE INVITING e- TENDER (OPEN)**

Online e-tender in two bid systems (Technical and Financial) for organizing Wildlife Management Study Tour to South Africa for a group of 30 Officers from 31 July 2022 to 17 August 2022 are invited on behalf of Director, Wildlife Institute of India, Dehradun. The International Air Transport Association (IATA) approved agencies are eligible to bid. The Online Tender is invited in two bid system under **e-procurement** through Central Public Procurement Portal i.e. <http://eprocure.gov.in>.

**(I) Schedule of e-Tender**

<b>Details of e-Tender:-</b>		
1.	e-Tender No.	<b>WII/P Cell/22-23/64</b>
2.	Mode of Tendering	On-line bidding system through Central Public Procurement Portal i.e. <a href="http://eprocure.gov.in">http://eprocure.gov.in</a>
3.	Type of Tender	Two Bid System
4.	Tender Fee (original to be submitted off-line)	Rs 590 /- (Non-refundable) (Rupees Five Hundred ninety only)
5.	Earnest Money Deposit (EMD) (original to be submitted off-line)	Rs 2,40,000/- (Refundable) (Rupees Two Lakh Forty Thousand only)
6.	EMD and Tender Fee Should be submitted in INR by way of Demand Draft in favour of The Director, Wildlife Institute of India, Dehradun	

(II)

Time schedule of e- Tender :			
S.No	Particulars	Date	Time
1.	Date of Publishing of e-Tender	15.06.2022	17: 00 Hrs.
2.	Online Bid Submission start date	16.06.2022	09:00 Hrs.
3.	Online Bid submission end date	30.06.2022	15:00 Hrs.
4.	Due date of opening of Tender (Technical Bid)	04.07.2022	16:00 Hrs.
5.	Last date of receipt of EMD Declaration and Tender Fee along with hard copy of the tender document (Technical Offer)	04.07.2022	15:00 Hrs.
6.	Date and time of opening of Price Bid	Will be communicated to only Techno-Commercially acceptable/Qualified Bidders Separately	
7.	Address	Wildlife Institute of India, Chandrabani, Dehradun, Uttarakhand-248001, India	

If due to any exigency, the due date for opening of the bids is declared as a closed holiday, the bids will be opened on the next working day at the same time or any other day/time, as intimated by the Institute.

The invitation to e-tender is subject to fulfillment of instructions and conditions as per schedules below:

Bidder should carefully read all the terms & conditions before submitting their offer.

Chapter	Please refer for details as :
1	INSTRUCTIONS TO BIDDERS
2	SCOPE OF WORK AND SERVICES REQUIRED
3	ELIGIBILITY CRITERIA FOR TECHNICAL EVALUATION
4	GENERAL TERMS & CONDITIONS

This Invitation of Tenders is being issued with no financial commitment and the Institute reserves the right to change or vary any part thereof at any stage. Institute also reserves the right to withdraw the tender, should it become necessary at any stage.

**Registrar**

## Chapter-1

### Instructions to Bidders

1. The complete tender in pdf format can be downloaded from the website <http://eprocure.gov.in> or [www.wii.gov.in](http://www.wii.gov.in). Following documents are required to be submitted along with bids.
  - I. The tender fee of Rs. 590/- (Rupees Five hundred ninety Only) in a form of Demand Draft in favour of The **Director, Wildlife Institute of India** payable at **Dehradun** from any Commercial/ Recognized/ Nationalized Bank in India
  - II. Earnest Money Deposit (EMD) of Rs 2,40,000/- (Refundable) (Rupees Two Lakh Forty Thousand only) in a form of Demand Draft in favour of The **Director, Wildlife Institute of India** payable at **Dehradun** from any Commercial/Recognized/Nationalized Bank in India.
  - III. The Bidders are required to submit Tender Fee, EMD and hard copy of the tender document along with a copy of all certificates as submitted in technical bid. These documents shall be sent to and received physically by the Registrar, Wildlife Institute of India, Chandrabani, Dehradun by hand or by post on or before the date and time of opening of technical bid and in absence of which the technical bid of the bidder will not be considered and tender will be rejected.

#### **METHODOLOGY OF SUBMISSION OF BIDS:-**

2. The bid will be submitted electronically on the e-procurement CPP Portal [www.eprocure.gov.in](http://www.eprocure.gov.in) with valid Digital signature (DSC).
3. The Bidders have to accept unconditionally the on-line user portal agreement which contains the acceptance of all the Terms & conditions of NIT, includes commercial & General terms & conditions and other terms, if any along with on-line undertakings in support of the authenticity of the declarations regarding the facts, figures, information and documents furnished by the Bidders on-line in order to become an eligible Bidder. No conditional bid shall be allowed/accepted.
4. The bidders who are desirous of participating in e-procurement tender shall submit their Technical bids (Techno-Commercial Bids), in the standard formats prescribed in the Technical documents, displayed at [www.eprocure.gov.in](http://www.eprocure.gov.in). The bidders should upload the scanned copies of all relevant certificates, documents etc. in [www.eprocure.gov.in](http://www.eprocure.gov.in) in support of their Technical bids. The bidder should sign on all statements, documents etc. uploaded by him, owning responsibility for their correctness/authenticity by his Digital Signature Certificate (DSC).
5. As per the directives of Department of Expenditure, Ministry of Finance, Government of India, this tender document has been published on Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. More useful information for submitting online bids on the CPP Portal may be obtained at: <http://eprocure.gov.in/eprocure/app>.
6. Bidders are required to enrol on the e-procurement module of the CPP Portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enrol". Enrolment on the CPP Portal is free of charge.
7. As part of the enrolment process, the bidders will be required to choose a unique username and assign a

password for their accounts.

8. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
9. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India, with their profile.
10. Only one valid Digital Signature Certificate (DSC) should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
11. Bidder will then log in to the site through the secured log-in by entering their user ID/ Password and the password of the DSC/e-token.
12. **Signing of Tender:** The bidder should download the NIT and again upload at the time of submission of tender after verification and signing with his DSC. A person digitally signing the tender documents forming part of the tender on behalf of another person should have an authority to participate in the bid on behalf of such other person and if, on enquiry, it appears that the persons so signing had no authority to do so, the Director, Wildlife Institute of India, Dehradun **without prejudices would every rights to cancel the bids.**
13. Scanned copy of the Tender Cost and Bid Security (EMD) amount is to be furnished with Techno-Commercial bid only and Originals should be submitted along with hard copy of the tender document with required certificates before the date/time of opening of techno-commercial Bids as per Time schedule of e-tender given above, failing which the offer will be summarily rejected.
14. The Tender is to be submitted under **"TWO BID"** system.
15. **Earnest Money Deposit** of Rs. 2,40,000/- (Rupees Two Lakh Forty Thousand Only) is to be furnished with Technical /Techno Commercial Bid.
16. On the day of Tender opening only Technical bids (Techno-Commercial Bids) will be opened. Price/Financial bid will be opened on a fixed later date for the successful technical bidders. The date of opening of Price Bid will be intimated to the successful technical bidders only.
17. No query or complain from bidder will be entertained after completion of bid opening in regard to bid opening or content of other's bid.
18. Please note that there is no provision to take out the list of parties downloaded the tender document from the above referred website. As, such Bidders are requested to see the website once again before due date of tender opening to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related Corrigenda, if any, will be that of the downloading parties. No separate intimation in respect of corrigendum will be sent to Bidders who downloaded the documents from website as information in this respect (names of parties) will not be available to website.
19. The Wildlife Institute of India, reserves the right to accept or reject any tender or the whole tender process at any time without assigning any reason what so ever.
20. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summarily rejection with forfeiture of Bid Security/EMD.

21. Conditional tender i.e. tender submitted incorporating bidder's own imposed condition(s) will be summarily rejected.

22. **AMMENDMENT TO THE TENDER ENQUIRY/ TENDER SCHEDULE**

At any time prior to the last date for receipt (submission) of bids, Wildlife Institute of India may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender document by issuing an amendment.

23. The amendment will be notified in web site of Central Public procurement Portal i.e. <http://eprocure.gov.in>, which can be accessed by any prospective bidders and will be binding on them. In order to afford prospective bidders reasonable time to take the amendment into account in preparing their bids, Wildlife Institute of India may, at its discretion, extend the last date for the Submission of Bids and Opening of Tenders.

24. The Tender Enquiry (or Tender Schedule) and Purchase order (or resultant contract) will be interpreted under Indian Laws.

25. **An undertaking** for UNDERSTANDING, compliance and fulfillment of T&C as well as eligibility criteria/technical parameters as mentioned in this Tender Enquiry is **to be furnished along with the TECHNICAL BID (as per proforma given in Chapter-3)**

26. **Modification or Withdrawal of Bid:** No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of EMD.

27. **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Institute may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing or through Central Public procurement Portal i.e. <http://eprocure.gov.in> and no change in prices of the bid will be sought, offered or permitted.

**No post-bid clarification on the initiative of the bidder will be entertained.**

28. **Preliminary Scrutiny:** Prior to the detailed evaluation, the Institute will determine the substantial responsiveness of each offer to the tender documents. For the purposes of these Clauses, a substantially responsive bid is one that conforms to all the terms and conditions of this Tender enquiry without material deviations. The Institute's determination of an offer's responsiveness is to be based on the contents of the tender offer itself without recourse to extrinsic evidence. The Institute will scrutinize the offers to determine whether they are complete, whether required technical documentations have been furnished, whether the documents have been properly signed, and whether the offers are in order. Price bids of the technically disqualified firms shall not be opened & shall be returned to respective firms.

29. **Short-listing of Bidders:** The Institute will short-list technically qualified Bidders on the basis of technical parameters as given in **Chapter 3** of this tender. The Commercial Offers of short listed technically qualified Bidders will be only opened.

30. **Technical Evaluation:** The Committee constituted by the Institute, will do the Technical Evaluation of the offers.

31. **Evaluation of Financial Bids:** The Financial bids of only technically successful bidders will be opened and ranking of the Bidders will be done according to the price quoted and comparison of rates will be made accordingly as per Financial Bid Proforma (BOQ) given in the Tender Document as **Annexure-II**. The financial

quote should only be submitted online in accordance with the financial bid proforma (BOQ); failing which the offer will be rejected.

32. **No commitment to accept lowest or any tender:** WII shall be under no obligation to accept the lowest or any other quotation received in response to this tender enquiry and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason whatsoever.
33. **Institute's right to accept any offer and to reject any or all offers:** The Institute reserves the right to accept or reject any tender or reject all tenders at any time prior to award of contract, without thereby incurring any liability towards the affected Bidder(s) or any obligation to inform the affected Bidder(s) on the grounds for the Institute's action. Further, Director, Wildlife Institute of India, Dehradun reserves the right to place order for full quantity or part thereof, as considered necessary.
34. **The total numbers of persons are 30 for which the Study Tour has been planned. However, the numbers may increase or decrease as per actual requirement.**
35. In the event any of the job quoted by the supplier in their tenders are covered under any services and liable for GST, in such cases specific indication about providing such taxable services and percentage/amount of GST chargeable thereon must be mentioned in the tender and such GST must be deposited in the Government treasury as per extant rules of Government of India and a proof of which shall be submitted by the Bidder to the Institute.
36. Any statutory **Certificate/Permission/License** required for the contract has to be procured by the firm at their own cost.
37. **Pre-bid conference:** If considered necessary by the Institute a pre-bid conference for clarifying issues and clearing doubts, if any about the tender requirement and other allied technical parameters will be done by the Institute on a date as decided by the Institute at the Wildlife Institute of India, Dehradun and such date will be before the last date of opening of technical bid. The bidder may depute authorized representatives (competent to take on the spot decisions) for such discussions/negotiations whenever called for.

## Chapter-2

### SCOPE OF WORK AND SERVICES REQUIRED

A group consisting of 30 officers from Wildlife Institute of India, Dehradun will be visiting various Protected Areas of South Africa from 31 July 2022 to 17 August 2022 as per tour Itinerary attached as **(Annexure-1)** of this tender document. It may please be noted that the number of persons may be reduced due to any exigency. **The payment will be made on per person basis and for the number of persons who actually performed the study tour.**

### **SCOPE OF WORK AND SERVICES REQUIRED:**

**(A) For conduct of this study tour the agency has to submit their offer as a package tour to South Africa which includes;**

1. Economy class International return air ticket for 30 persons **ex-New Delhi to Johannesburg on 31.07.2022 and Cape Town to New Delhi on 16.08.2022. The airlines should be through non yellow fever affected countries. In addition, Economy Class Air Tickets for 30 persons from Johannesburg to Cape Town on 13.08.2022.** Complete flight details including name of Airline, date of travel/timing should be attached with the Technical Bid; failing which their offer will not be considered.
2. Visa facilitation for the group including visa fee etc.
3. Airport transfers in Johannesburg and Cape Town on arrival and at the time of departure.
4. Accommodation/Rooms (**13 rooms on double occupancy basis and 4 rooms on single occupancy basis**) in South Africa is required as under:-

S. No.	Dates & Day	Accommodation to be made at
(i)	Day 1 01.08.2022 (1 Night)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for one night at Johannesburg - 3 or 4 Star Hotel preferably close to Johannesburg Zoo.
(ii)	Day 2, 3 , 4 &5 02.08.2022 to 05.08.2022 (4 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for four nights at Skukuza Rest Camp, Kruger National Park only.
(iii)	Day 6 & 7 06.08.2022 to 07.08.2022 (2 nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Letaba Camp, (SANParks) only.
(iv)	Day 8, 9 & 10 08.08.2022 to 10.08.2022 (3 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Satara Rest Camp, Kruger National Park only.
(v)	Day 11 & 12 11.08.2022 to 12.08.2022 (2 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Pretoria – 3 or 4 Star Hotel preferably close to Pretoria Zoo.
(vi)	Day 13 ,14 & 15 13.08.2022 to 15.08.2022 (3 nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Cape Town– 3 or 4 Star Hotel.

**It may be noted that the accommodation as mentioned in the above Table only is required. No tented accommodation will be accepted.** Only one Hotel should be provided at each destination for the entire length of stay in each place. No shifting of Hotel at one place will be accepted. The agency should give an undertaking in writing that accommodation will be provided as per requirement mentioned in above table. The agency should give name of Hotel with brochure in each place of stay where they are proposing to put the group and the details should be provided in Technical Bid; failing which their offer will not be considered.

5. **Internal Travel in South Africa:** An Air conditioned bus to accommodate touring group of 30 officers will be required for the entire duration of tour (01.08.2022 to 16.08.2022) for all local transportation and field visits in the parks as per existing rules of SAN Parks. In case the Bus is not allowed inside the Parks, then small field vehicles are to be arranged for the touring group for all field visits in the parks.
6. The services of a Registered Guide in South Africa would be required for the entire tour to South Africa from the date of arrival (01.08.2022) to the date of departure (16.08.2022).
7. Entry fees of vehicles and drives during study tour. However the entry fee in respect of the 30 officers will be paid by the Institute.
8. Overseas travel insurance and medical insurance during the period of tour worth US\$ 50,000=00 for each person. Total numbers of persons are 30.
9. Obtaining visa from the concerned embassy. 27 officers are from different parts of the country in India and 3 foreign officer trainees (3 from Bangladesh).

**(B) The selected agency will have to provide the following services:**

- Timely delivery of tickets, Visa service and any other related services.
  - The agency will ensure that Visa, Transit Visa or any other formalities required for international visits are fulfilled on time.
  - The agency will inform about the cancellation/ rescheduling of Flight by the Airlines, if any.
  - In case the tickets are delivered after the scheduled date and time, the agency will be solely responsible for the same and no payment will be made and EMD will be forfeited.
  - Obtaining visa from the concerned embassy.
  - Obtaining travel related insurance including overseas medical insurance of an amount of US \$ 50,000 in respect of all 30 officers.
  - The agency will depute one employee/Executive to the Institute to look after the study tour related work and communicate his mobile number/phone/fax/e-mail to the Institute.
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### Chapter-3

#### Eligibility Criteria for TECHNICAL EVALUATION

The Institute will shortlist technically qualified agencies on the basis of following technical parameters/criteria. The compliance on each parameter by the bidding agency should be given in the following table; failing which their offer will not be considered by the Institute:

S.No.	Technical Parameter/Eligibility Criteria	Compliance by the Agency with Documentary Evidence									
1.	The Earnest Money Deposit (EMD) of Rs. 2,40,000/- (Rupees Two Lakh Forty Thousand only) (Refundable) in shape of Demand Draft, Fixed Deposit Receipt (FDR) from any of the Nationalized/Commercial Scheduled Bank in favour of Director, Wildlife Institute of India, Dehradun should be attached with the Technical Bid.										
2.	The agency should have experience in the field of organizing International tours/package tours including Boarding Lodging during International Tour. The agency should have organized at least two international tours for a group of atleast 10 to 15 persons during last five years of any Central/State Government Department/Public Sector Undertaking and a proof thereof should be attached with the technical bid.										
3.	The Travel agency should have valid registration with IATA and a proof of which should be attached with the technical bid.										
4.	The agency should have PAN. An attested copy should be attached with the Technical Bid.										
5.	The agency should be registered under the provisions of GST. An attested copy of such GST Registration certificate should be attached with the Technical Bid.										
6.	The annual turnover should be at least of One crore or more in the last financial year i.e. 2021-22.										
7.	Attested copies of Company's audited balance sheet for the last financial year (2021-22) should be attached with the Technical Bid.										
8.	Accommodation in South Africa is required to be arranged as under:										
	<table><tr><th>Dates &amp; Day</th><th>Accommodation to be made at</th></tr><tr><td>Day 1 01.08.2022 (1 Night)</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for one night at Johannesburg - 3 or 4 Star Hotel preferably close to Johannesburg Zoo.</td></tr><tr><td>Day 2, 3 , 4 &amp; 5 02.08.2022 to 05.08.2022</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for four nights at Skukuza Rest</td></tr></table>	Dates & Day	Accommodation to be made at	Day 1 01.08.2022 (1 Night)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for one night at Johannesburg - 3 or 4 Star Hotel preferably close to Johannesburg Zoo.	Day 2, 3 , 4 & 5 02.08.2022 to 05.08.2022	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for four nights at Skukuza Rest	<table><tr><th>Arrangement made at</th></tr><tr><td></td></tr><tr><td></td></tr></table>	Arrangement made at		
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Day 2, 3 , 4 & 5 02.08.2022 to 05.08.2022	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for four nights at Skukuza Rest										
Arrangement made at											

	(4 Nights)	Camp, Kruger National Park only.	
	Day 6 & 7 06.08.2022 to 07.08.2022 (2 nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Letaba Camp, (SANParks) only.	
	Day 8, 9 & 10 08.08.2022 to 10.08.2022 (3 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Satara Rest Camp, Kruger National Park only.	
	Day 11 & 12 11.08.2022 to 12.08.2022 (2 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Pretoria – 3 or 4 Star Hotel preferably close to Pretoria Zoo.	
	Day 13 ,14 & 15 13.08.2022 to 15.08.2022 (3 nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Cape Town– 3 or 4 Star Hotel.	
9.	The airlines should be through non yellow fever affected countries. Complete flight details including name of Airline, date of travel/timing should be attached with the Technical Bid; failing which their offer will not be considered.		
10.	A complete proposed tour itinerary of the travel agency should be attached with the Technical Bid; failing which their offer will not be considered.		

**NOTE:** Agencies which do not fulfil any or all of the above conditions/parameters or incomplete shall be summarily rejected and will not qualify technically and their financial offer will not be considered by the Institute.

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## Chapter-4

### GENERAL TERMS & CONDITIONS

- (1) The Financial offer shall be in accordance with the proforma given in **Annexure-2 (BOQ)**.
- (2) **TDS** will be deducted as per prevailing Income Tax Laws and certificate to this effect shall be provided to the Bidder by Institute. The responsibility of paying the GST/Service Tax as per prevailing rates and as claimed in the bill amount, will be of the Bidder. The Bidder will be required to furnish proof of such deposit to the Institute every month.
- (3) **Security Deposit:** The EMD of Rs. Rs. 2,40,000/- will be converted into Security Deposit, which will be returned on successful completion of the Study Tour.
- (4) In case of any difference of opinion or dispute arising between the Parties, regarding interpretation or implementation of any of the terms and conditions of the Contract which cannot be resolved through mutual negotiation shall be referred to an Arbitrator appointed in accordance with the provision of relevant Indian Law. The venue of the proceeding & arbitration shall be Dehradun, Uttarakhand India.
- (5) The obligation & abilities assign out of this contract shall be construed in accordance with law of Union of India. The Court in Dehradun, Uttarakhand India shall have the exclusive jurisdiction.
- (6) Conditional tenders shall not be accepted. This tender document is non-transferable. Bid once submitted shall not be allowed for withdrawal; failing which the Earnest Money Deposited shall be forfeited.
- (7) Number of corrections and or alterations in the tender must be specifically mentioned. All the corrections and alterations made in the quotations must be duly countersigned by the authorized signatory, without which tender will not be considered.
- (8) The Institute's determination of an offer's responsiveness is to be based on the contents of the tender offer itself without recourse to extrinsic evidence. The Institute will scrutinize the offers to determine whether they are complete, whether required technical documentations have been furnished, whether the documents have been properly signed, and whether the offers are in order. Price bids of the technically disqualified firms shall not be considered and opened.
- (9) **Short-listing of Bidders:** The Institute will short-list technically qualified Bidders. The Financial Bids of the technically qualified Bidders only will be opened.

**(10) Technical Evaluation:** The Committee constituted by the Institute, will do the Technical Evaluation of the tenders submitted by the bidding agencies.

**(11) Pre-bid Conference:** If considered necessary by the Institute, a pre-bid conference for clarifying issues and clearing doubts if any will be done by the Institute on a date decided by the Institute at Wildlife Institute of India. The Bidder may depute competent representative (competent to take on the spot decisions) for such discussions/negotiation whenever called for.

**(12) Evaluation of Financial Bids:** The Financial bids of only technically successful Bidders who have been technically accepted by the Institute, will be made and ranking of the Bidders will be done according to their price quoted as per financial bid proforma given in **Annexure-2 (BOQ)**.

**(13) No commitment to accept lowest or any tender:** WII shall be under no obligation to accept the lowest or any other tender received in response to this tender enquiry and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason whatsoever.

**(14) Institute's right to accept any offer and to reject any or all offers:** The Institute reserves the right to accept or reject any tender or reject all tenders at any time prior to award of contract, without thereby incurring any liability towards the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for the Institute's action.

**(15) Opening of Tenders:** Technical bids of the offers received with requisites EMD and tender cost will be opened on the scheduled date and time of opening of technical bids as per the above given schedule. All tenders received without EMD, Tender cost and hard copy of the tender document, and also if the same will not comply to our tendered specifications shall be summarily rejected. The Financial Bids of the technically qualified/ successful bidders i.e. who will technically qualify as per technical parameter given above will be considered for opening of their financial bids at a later date, which will be communicated to concerned Bidders before opening of their Financial Bids.

**(16) Payment:** Payment will be made only after successful completion of the study tour. In case of any default by the travel agency, the payment will not be made and earnest money deposit will be forfeited.

**(17) Cancellation Policy:** In case of cancellation of the study tour of the whole group or by any person(s), the agency is required to quote their rates of cancellation charges on per person basis.

**(18)** It may please be noted that the number of persons may reduce due to any exigency. The payment will be made on per person basis and for the number of persons who actually performed the study tour.

**(19)** Conditional offer giving discount on payment terms, etc. will not be considered.

**(20) Force Majeure**

- A) However, the Agency shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- B) For purposes of this Clause, "Force Majeure" means an event beyond the control of the Agency and not involving the Agency's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Institute either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- C) If a Force Majeure situation arises, the Agency shall promptly notify the Institute in writing of such conditions and the cause thereof. Unless otherwise directed by the Institute in writing, the Agency shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

(21) Each Bidder should clearly specify that the Bidder agrees to abide by the conditions of this tender document on their printed letter head with telephone/fax numbers and e-mail, etc.

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## Annexure -1

### Tour Itinerary 42<sup>nd</sup> Post-Graduate Diploma Course in Advanced Wildlife Management/ 41<sup>st</sup> Post-Graduate Diploma Course in Advanced Wildlife Management International Wildlife Management Study Tour, SANParks, South Africa and Other facilities 31<sup>st</sup> July to 17<sup>th</sup> August 2022

Day & Date	Schedule	Program /Remark
<b>Day 0- Sunday 31-07-2022</b>	Travel Dehradun to New Delhi by WII hired Vehicle/ New Delhi (A/N) to Johannesburg (F/N)	<b>Journey</b>
<b>Day 1-Monday 01-08-2022</b>	Arrival Johannesburg	Visit Johannesburg Zoo. Study various aspects of Zoo Management including enclosure designing and enrichment, Husbandry and health care, Preventive medicine, sanitation and hygiene, Record keeping etc./ Halt at Johannesburg
<b>Day 2-Tuesday 02-08-2022</b>	Travel Johannesburg to Kruger National Park:A/C Coach	Leave early for Skukuza Rest Camp, Kruger National Park (460km/ 05h 30min). Reach Sukuza by evening and go for game viewing (Night Safari) in Kruger National Park / Halt at Skukuza.
<b>Day 3-5 Wednesday to Friday 03-08-2022 to 05-08-2022</b>	Kruger National Park	Interaction with KNP staff and field visits. SES and National Park Management, Fire, Wildlife Management, Disease Management, Water Provision Policy, Large Herbivore Management, Weed Management, DCAs, Antipoaching & Wildlife Capture & Restraint Boma visit, Game capture (if anything planned) / Halt at Sukuza.
<b>Day 6-7 Saturday-Sunday 06-08-2022 to 07-08-2022</b>	Travel Skukuza to Letaba Camp, KNP	Leave for Letaba Camp after early breakfast (162 km / 03h 30min). Interaction with KNP staff and field visits (Night safari), visit Elephant Museum / Halt at Letaba Camp (SANParks)
<b>Day 8-Monday 08-08-2022</b>	Travel from Letaba to Satara Camp, KNP	Leave for Satara Camp (69km/02h 45 min) Field visit, Kruger National Park/ Halt at Satara Camp (SANParks)
<b>Day 9-10 Tuesday-Wednesday 09-08-2022 to 10-08-2022</b>	Stay at Satara Camp (SANParks) and visit SAWC and HEBC, MARC, KRP	Leave for Southern African Wildlife College (SAWC) (71km/ 01h 40min) and Inputs by SAWC officials/ Moholoholo Animal Rehabilitation Center on Day 1 Leave from Satara Camp and visit Hoedspruit Endangered Breeding Center & Khamai/ Kinyonga Reptile Park on Day 2/ Halt at Satara Camp (SANParks)
<b>Day 11 Thursday 11-08-2022</b>	Travel from Satara to Pretoria	Leave for Pretoria (525km/06h 30 min) and Visit National Zoological Gardens of South Africa, Pretoria Zoo in the afternoon if time permits / Halt in Pretoria
<b>Day 12 Friday 12-08-2022</b>	Visit SANParks Headquarters	Leave for SANParks HQ and meeting with Senior Management Visit National Zoological Gardens of South Africa, Pretoria Zoo/ Halt in Pretoria
<b>Day 13 Saturday 13-08-2022</b>	Travel Pretoria (OR Tambo Int. Airport, Johannesburg) to Cape Town	Travel Pretoria to Cape Town (1307 km/ 01h 45min air travel time) and halt
<b>Day 14-15 Sunday-Monday 14-08-2022 to 15-08-2022</b>	Visit Table Mountain National Park	Travel to Table Mountain National Park (7km/ 00h 20min) Field visits and interaction with Table Mountain National Park officials. Community Relations, Environmental Education, Interpretation and Training Cultural Resource Management Halt in Cape Town
<b>Day 16 Tuesday 16-08-2022</b>	Travel Cape Town to New Delhi	<b>Journey</b>
<b>Day 17 Wednesday 17-08-2022</b>	New Delhi to Dehradun	<b>Journey WII Hired Vehicle</b>

## Annexure-2

## Financial Bid (BOQ)

Details	Rate per person (in Rs.)	No. of person	Total Amount (In Rs.)														
<p><b>International Study Tour to South Africa from 31.08.2022 to 17.08.2022 which includes :</b></p> <ul style="list-style-type: none"><li>Economy class International return air ticket for 30 persons ex- New Delhi to Johannesburg on 31.07.2022 and Cape Town to New Delhi on 16.08.2022. The airlines should be through non yellow fever affected countries. In addition, Economy Class Air Tickets for 30 persons from Johannesburg to Cape Town on 13.08.2022. Complete flight details including name of Airline, date of travel/timing should be attached with the Technical Bid; failing which their offer will not be considered.</li><li>Visa facilitation for the group including visa fee etc.</li><li>Airport transfers in Johannesburg and Cape Town on arrival and at the time of departure.</li><li>Lodging costs for 30 persons including breakfast for the following duration of the tour as per the itinerary.</li></ul> <table><tr><th>Dates &amp; Day</th><th>Accommodation to be made at</th></tr><tr><td>Day 1 01.08.2022 (1 Night)</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for one night at Johannesburg - 3 or 4 Star Hotel preferably close to Johannesburg Zoo.</td></tr><tr><td>Day 2, 3 , 4 &amp; 5 02.08.2022 to 05.08.2022 (4 Nights)</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for four nights at Skukuza Rest Camp, Kruger National Park only.</td></tr><tr><td>Day 6 &amp; 7 06.08.2022 to 07.08.2022 (2 nights)</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Letaba Camp, (SANParks) only.</td></tr><tr><td>Day 8, 9 &amp; 10 08.08.2022 to 10.08.2022 (3 Nights)</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Satara Rest Camp, Kruger National Park only.</td></tr><tr><td>Day 11 &amp; 12 11.08.2022 to 12.08.2022 (2 Nights)</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Pretoria – 3 or 4 Star Hotel preferably close to Pretoria Zoo.</td></tr><tr><td>Day 13 ,14 &amp; 15 13.08.2022 to 15.08.2022 (3 nights)</td><td>13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Cape Town– 3 or 4 Star Hotel.</td></tr></table> <ul style="list-style-type: none"><li><b>Internal Travel in South Africa:</b> An Air conditioned bus to accommodate touring group of 30 officers will be required for the entire duration of tour (01.08.2022 to 16.08.2022) for all local transportation and field visits in the parks as per existing rules of SAN Parks. In case the Bus is not allowed inside the Parks, then small field vehicles are to be arranged</li></ul>	Dates & Day	Accommodation to be made at	Day 1 01.08.2022 (1 Night)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for one night at Johannesburg - 3 or 4 Star Hotel preferably close to Johannesburg Zoo.	Day 2, 3 , 4 & 5 02.08.2022 to 05.08.2022 (4 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for four nights at Skukuza Rest Camp, Kruger National Park only.	Day 6 & 7 06.08.2022 to 07.08.2022 (2 nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Letaba Camp, (SANParks) only.	Day 8, 9 & 10 08.08.2022 to 10.08.2022 (3 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Satara Rest Camp, Kruger National Park only.	Day 11 & 12 11.08.2022 to 12.08.2022 (2 Nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for two nights at Pretoria – 3 or 4 Star Hotel preferably close to Pretoria Zoo.	Day 13 ,14 & 15 13.08.2022 to 15.08.2022 (3 nights)	13 rooms on double occupancy basis and 04 rooms on single occupancy basis for three nights at Cape Town– 3 or 4 Star Hotel.		30 persons	
Dates & Day	Accommodation to be made at																
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<p>for the touring group for all field visits in the parks.</p> <ul style="list-style-type: none"> <li>• The services of a Registered Guide in South Africa would be required for the entire tour to South Africa from the date of arrival (01.08.2022) to the date of departure (16.08.2022).</li> <li>• Entry fees of vehicles and drives during study tour.</li> <li>• Overseas travel insurance and medical insurance during the period of tour worth US\$ 50,000=00 for each person. Overseas insurance is required to be made for 30 persons.</li> </ul>			
Taxes/GST, if any			
Grant total			