



**GREATER NOIDA INDUSTRIAL DEVELOPMENT AUTHORITY
GAUTAM BUDH NAGAR, UTTAR PRADESH**

EXPRESSION OF INTEREST (EOI)

for

Selection and Empanelment of agencies for Tree Transplantation in Greater Noida

January 2025

Issued by:

Greater Noida Industrial Development Authority

Plot No. 1, Knowledge Park IV,
Greater Noida, Uttar Pradesh 201308.

Website: <https://www.greaternoidaauthority.in>

DISCLAIMER

This Expression of Interest (EOI) for **“Selection and Empanelment of agencies for Tree Transplantation in Greater Noida”** contains brief information about the Project and scope of work for the prospective participants/agency.

This EOI document is intended to be and is hereby issued only to the prospective Applicants. The purpose of this EOI document is to provide the Applicant(s) with information to assist the formulation of their Proposals. This EOI document does not purport to contain all the information that each Applicant may require. The assumptions, assessments, statements, and information contained in the EOI document may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this EOI document and where necessary obtain independent advice from appropriate sources. The Greater Noida Industrial Development Authority (GNIDA or the Authority) or its employees or advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, adequacy, correctness, reliability or completeness of the EOI document.

Information provided in this EOI document to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The GNIDA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein. The GNIDA also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applicant upon the statements contained in this EOI document.

The GNIDA may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI document before the last date of proposal submission. The issue of this EOI document does not imply that the GNIDA is bound to select an Applicant or to appoint the selected Applicant or Concessionaire, as the case may be, for the Project and the GNIDA reserves the right to reject all or any of the Applicants or agency without assigning any reason whatsoever.

Eoi Data Sheet

S. No.	Particulars	Details
1.	Name of Project	Eoi for Selection and Empanelment of agencies for Tree Transplantation in Greater Noida
2.	Authority's Project Representative	Senior Manager, Horticulture Greater Noida Industrial Development Authority (GNIDA) Plot No. 1, Knowledge Park IV, Greater Noida, Gautam Budh Nagar, Uttar Pradesh 201308 Email: smhorticulture@gnida.in
3.	Eoi Evaluation Criteria	As per Section 4 of this EOI
4.	Proposal submission start date	22-01-2025
5.	Last date for submitting response	05-02-2025 All interested participants/agencys are requested to submit their documents via email to smhorticulture@gnida.in and send a hard copy addressed to the Senior Manager, Horticulture, GNIDA. Eoi submitted beyond the due date and time shall not be accepted by GNIDA and shall be summarily rejected.
6.	Presentation Date	To be informed later
7.	Response validity duration	90 days from the Last date of Submission
8.	Response proposal authenticity	All pages of the response proposal to be signed by Authorised signatory of the participating Organisation.
9.	Eoi Processing fee	INR 1000 in the form of Demand Draft (DD) in favour of "Greater Noida Industrial Development Authority" payable at Gautambudh Nagar. Scan copy of DD to be submitted along with other documents over email and hard copies of DD should be submitted on the day of Presentations.
10.	Security fee	INR 5000 in the form of Demand Draft (DD) in favour of "Greater Noida Industrial Development Authority" payable at Gautam budh Nagar. Scan copy of DD to be submitted along with other documents over email and hard copies of DD should be submitted on the day of Presentations.
11.	Validity of Empanelment	12 Months
12.	Consortium allowed	No

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SECTION 1: LETTER OF INVITATION

- i. **GNIDA invites proposals for the Empanelment of various agencies to manage for Tree Transplantation in Greater Noida.**
- ii. Comprehensive information about the services can be found in the Terms of Reference Section within this EOI document, and the qualification requirements are outlined in the Participation Criteria.
- iii. The EOI includes following documents:
 - Section 1:** Letter of Invitation
 - Section 2:** Terms of Reference
 - Section 3:** Instructions to Agencies
 - Section 4:** Participation Criteria
 - Section 5:** Technical Proposal Submission

Thanking you,

Senior Manager
(Horticulture)

SECTION 2: TERMS OF REFERENCE

2.1 Background

Greater Noida, spread over an area of about 350 sq. kms, is being developed as an integrated industrial town located about 45km from New Delhi. Greater Noida is developed in Sectors and Villages which are further divided, for administrative purposes, into 8 work circles. The population of Greater Noida as per 2011 census was around 1 lakh. The current population is estimated to be approximately around 8 -10 lakhs.

Tree transplantation in Greater Noida is crucial to balance urban development with environmental preservation. It helps save mature trees, supports biodiversity, and promotes sustainable growth in the rapidly expanding region.

2.2 Objective

- To identify and empanel competent agencies with expertise in tree transplantation.
- To ensure the preservation of trees by implementing effective transplantation techniques.

2.3 Scope of Work

The scope of work includes but is not limited to:

- Conducting site assessments to identify trees suitable for transplantation.
- Executing safe and efficient tree transplantation processes, including excavation, transportation, and replanting.
- Providing post-transplantation care to ensure tree survival and health.
- Preparing detailed reports on each transplantation project, including success metrics.

SECTION 3: INSTRUCTIONS TO AGENCIES

3.1 Amendment to Expression of Interest (Eoi)

At any time prior the deadline for submitting Eoi, GNIDA may, for any reason and whether on its own initiative or in response to a clarification request from prospective participants/agencies, modify, change, add to, or delete certain conditions in the Invitation for Eoi through an amendment. Such amendment shall be binding on any firm which may desire to submit an Eoi. Additionally, GNIDA may, at its discretion, extend the deadline for the submission of EOI subsequent to issue of Amendment and or Supplemental Information.

3.2 Language of Eoi Response Proposal

The language of the Eoi Response Proposal shall only be in English.

3.3 Cost of Eoi

The participant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the GNIDA or any other costs incurred in connection with or relating to this Eoi application. All such costs and expenses will remain with the participant and the GNIDA shall not be liable in any manner whatsoever for the same or for any other costs or other expenses, regardless of the conduct or outcome of the Eoi Process.

3.4 Submission of Eoi

Participants/Agencies are solely responsible for timely submission of the Eoi in soft copy format given in Section 4 (collectively referred as Eoi) as per timelines and details given in the data sheet.

The Authority may extend the deadline for submission of application by issuing an amendment, in which case all rights and obligations of the Authority and the participants previously subject to the original deadline will then be subject to the new deadline.

- i. Participants/Agencies should examine all Instructions, Scope of Work and Terms and Conditions as given in the Eoi document.
- ii. The supporting documents as given in the Eligibility Criteria shall be submitted in the Eoi response proposal.
- iii. The response proposal shall be bound, signed on all pages, and sealed in a single cover. The cover shall be bearing the Eoi Reference details, Eoi inviting Authority' details & address, Participating Organization Name & address. The cover shall be sealed completely devoid any loose / breakages in the cover. The same shall be submitted to the

3.5 Opening of Eoi

GNIDA will proceed to open all Eois as scheduled in Section 4. Eois lacking any required documents will be rejected outright.

3.6 Evaluation Process

All the response proposals submitted for this EOI would be evaluated as per Evaluation Criteria mentioned in Section 4 and other terms & conditions mentioned in the EOI. The evaluation committee shall scrutinize the received response proposals and shortlist among the top qualified agencies.

As part of further evaluation, the shortlisted agency will be asked to make a technical presentation of their credentials and process follow, etc at GNIDA office. During the presentation, the EOI evaluation committee may seek necessary queries from the participant agency. Based on the clarifications provided by the participant, the technical committee would take the final decision on compliance of the application for empanelment.

Post comprehensive evaluation of the applications, the GNIDA will publish list of Empanelled agencies in its website for public consumption.

3.7 Duration and Extension of Empanelment

- The duration of the empanelment will be for 12 months from the date of publishing on the website.
- The empanelled agency must inform GNIDA of their decision to either continue or terminate the service at the end of the 12-month period. The final decision will be made by GNIDA based on the agency's performance.

SECTION 4: PARTICIPATION/ELIGIBILITY CRITERIA

The participating agency must meet the following eligibility criteria to participate in the Eoi.

4.1. Participation/Eligibility Criteria

S.No.	Particulars	Supporting Documents to be submitted
1.	The participating agency should be an Indian entity registered under the Companies Act Or Partnership firm/ (s) registered under the Partnership Act of 1932 or registered (converted to) under the Indian Limited Liability Partnership Act, Or registered under the Indian Societies Act / Indian Trust Act / Indian Religious and Charitable Trusts Act / Section-8 company Or registered as a not for profit organization under the Companies Act or the relevant State Acts in India.	<ul style="list-style-type: none"> • Self-Declaration from the competent authority counter signed by the authorized signatory for the Eoi Response proposal as per prescribed format Form A. <p>Copy of Certificate of incorporation / registration of the participating entity.</p>
2.	The participating agency must have a valid GSTN certificate, and PAN.	<ul style="list-style-type: none"> • Copy of GSTN Certificate. • Copy of PAN.
3.	<p>The Applicant Agency participating in this empanelment must have successfully completed any of the following in last 03 (Three) years, ending last day of month previous to the one in which tender is invited:-</p> <p>a) The Applicant Agency who will be responsible for taking up the whole tree transplantation process should have an experience of transplantation of more than 500 trees which are of three or more different plant species.</p> <p>b) Among those 500 trees, the girth of at least 50% trees should be more than 150 cm and age class should be more than 10 years.</p> <p>c) The Applicant Agency should have at least 3 years of experience in transplantation of native trees of semi- arid areas with video or photographs of transplantation of trees as proof of experience.</p> <p>d) Proof of adapting scientifically proven tree transplantation technology and its suitability of trees in semi- arid areas.</p>	<p>The Applicant agency shall submit Certificates of proof, of the mentioned works duly signed by competent authority Project Engagement in Past 3 Year (Form C)</p>

	e) The Applicant agency must have at least one Soil analyst or an Arboriculturist.	
4.	Financial eligibility criteria	Received total contractual payments in the previous three financial years and the current financial year upto the date of opening of Eoi of at least 50 lakhs.
5.	The participating agency should submit financial statements of last three assessment years, i.e., 2021-22, 2022-23 and 2023-24. The cumulative turnover of three consecutive years out of last four years will be considered.	<ul style="list-style-type: none"> • Copy of the audited financial statement (as per prevailing Income Tax rules) clearly indicating turnover, duly counter signed by CA shall be attached as proofs. (Form B)
6.	The participating agency should not be blacklisted/ debarred/ terminated from any contract by any Government/ Government Board/ Corporation/ Company/ Statutory Board/ PSU company/ Non-Government/ Government of any sovereign countries/ Private agencies and Funding agencies in the last 5 year.	<ul style="list-style-type: none"> • Self-declaration signed by Authorized Signatory of participating agency(Annexure III)

Note: Kindly ensure that all documents are formally signed, stamped, and bear the company seal.

SECTION 5: TECHNICAL PROPOSAL

Annexure I: Cover Letter

(On the letterhead of the participating agency)

(Date)

(Place)

To,

Senior Manager, Horticulture

Greater Noida Industrial Development Authority (GNIDA)
Plot No. 1, Knowledge Park IV,
Greater Noida, Gautam Budh Nagar, Uttar Pradesh 201308

Sub: Response to the Expression of Interest for Selection and Empanelment of agencies for Tree Transplantation in Greater Noida.

Dear Sir,

In response to the invitation for Expression of Interest published on _____, for "Selection and Empanelment of agencies for Tree Transplantation in Greater Noida. We, the undersigned, offer to submit our Expression of Interest w.r.t to element of [Name / Details of the task interested to performed or get empanelled for]

We hereby confirm that we have studied and understood the Expression of Interest (EoI) document completely. We are hereby submitting our response, which includes our documents as requested. We hereby affirm that all information and statements presented in this response are accurate and acknowledge that any misrepresentation within may result in our disqualification from the empanelment process.

We understand you are not bound to accept any response you receive and this EoI is not liable for any award or does not guarantee an empanelment. We hereby affirm that our response is valid for a period of 90 days from the date of EoI opening.

As directed, please find the necessary documents accompanying this submission form as following:

Yours sincerely,

Signature of the Authorized Person:

Name and Title of Signatory:

Name of Company and Seal:

Address:

Email ID:

Contact Number:

Annexure II: Self Declaration of the Participating Agency Incorporation Details**Form A - Details of the Participating Agency**

S. No.	Particulars	Details
1.	Name of Organization	
2.	Registered Address	
3.	Postal Address	
4.	Telephone / Mobile No.	
5.	Email Address	
6.	Type of Organization	
7.	Year of Incorporation	
8.	GSTN Registration Number (copy of certificate to be attached)	
9.	Income Certificate/ Permanent Account Number (copy of certificate to be attached)	
10.	Are you presently debarred/ Blacklisted by any Government Department/ Public Sector Undertaking/ Any Employer? (If yes, please furnish the details)	
Details of individual(s) who shall serve as the point of contact/ communication for GNIDA		
11.	Name	
12.	Designation	
13.	Telephone / Mobile No.	
14.	Email Address	
15.	Address	

On behalf of (Name of the participating agency)

Signature of the authorized person:

Name:

Designation:

Email ID:

Contact Number:

Form B - Financial Information

Applicant	(Name of the Participating Agency)				
	2020-21	2021-22	2022-23	2023-24	Total
Assessment Year					
Annual Turnover					

Certificate from the Statutory Auditor

This is to certify that..... (Name of the participating agency) has annual turnover as shown above against the respective years.

Name of the audit firm:

Seal of the audit firm

Date:

Signature of the authorized person:

Name:

Designation:

Email ID:

Contact Number:

Form C – Project Engagement in Past 3 Year

The projects cited against the evaluation criterion shall have project one-page project description as follows:

(For each of the project)

S.No	Item	Description	Document Reference
1	Project Name and compliance which Project Dimensions viz. Tree Transplantation project and Services (Narrative description of the project)		
2	Client Name, Contact Address & Phone number		
3	Nature of Project (Consulting / Implementation)		
4	Brief project Scope		
5	Project Duration		
6	Project Start & End Date		
7	Project Current Status (Completed / In-progress)		
8	Total Service Contract Value including extensions / Change Requests if any		
9	Signed Copy of Work Order		
10	Signed Copy of Client Certificate (if any)		
11	Which envisaged scope of this Eoi is reflecting in this project		

Annexure III – Declaration of Non-Blacklisting

To,

Senior Manager (Horticulture)

Greater Noida Industrial Development Authority (GNIDA)
Plot No. 1, Knowledge Park IV,
Greater Noida, Gautam Budha Nagar, Uttar Pradesh 201308

Sub: Declaration of not been blacklisted in response to the Expression of Interest for Selection and Empanelment of agencies for Tree Transplantation in Greater Noida.

Dear Sir,

This is to certify that our firm, [Name of Firm], has not been subjected to any blacklisting, debarment, or contract termination except for cases of termination by mutual convenience of the Employer. This declaration applies to any Government, Government board, Corporation, Agency, Statutory Body, PSU (Public Sector Undertaking) Agency, firm, Non-Government or Government entity in any sovereign country, as well as Private Agencies and Funding Agencies, over the past 5 years.

Yours sincerely,

On Behalf of (Name of the Participating agency)

Signature of the Authorized Person:

Name and Title of Signatory:

Name of Organisation:

Address:

Email ID:

Contact Number:

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Annexure IV - Power of Attorney

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Power of Attorney to be provided by the Bidding Agency/ firm in favor of its representative as evidence of authorized signatory's authority.

Know all men by these presents, We.....(name and address of the registered office of the Bidding Agency/ firm, as applicable) do hereby constitute, appoint and authorize Mr./ Ms..... (name and residential address) who is presently employed with us and holding the position of, as our Attorney to do in our name and our behalf all or any of the acts, deeds or things necessary or incidental to submission of our "....." in response to the TOR Document dated.....issued by Greater Noida Industrial Development Authority (GNIDA), (the Agency/ firm) including signing and submission of the Proposal and all other documents related to the Bid, including but not limited to undertakings, letters, certificates, acceptances, clarifications, guarantees or any other document which the Agency/ firm may require us to submit. The aforesaid Attorney is further authorized for making representations to the Agency/ firm or any other authority, and providing information/responses to the Agency/ firm, representing us in all matters before the Agency/ firm, and generally dealing with the Agency/ firm in all matters in connection with our Proposal till the completion of the bidding process as per the terms of the TOR Document and further till the Contract is entered into with the Agency/ firm and thereafter till the expiry of the Contract.

We hereby agree to ratify all acts, deeds and things done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall be binding on us and shall always be deemed to have been done by us.

All the terms used herein but not defined shall have the meaning ascribed to such terms under the TOR Document.

Signed by the within named

----- [Insert the name of the executant agency/ firm]

Through the hand of

Mr./Mrs.....

Duly authorized by the Board to issue such Power of Attorney

Date this.....day of.....

Accepted

.....

Signature of Attorney

(Name, designation and address of the Attorney)

Attested

.....

(Signature of the executant)

(Name, designation and address of the executant)

.....

Signature and stamp of Notary of the place of execution