

**Assam State Biodiversity Board**  
(A statutory Body of Government of Assam)

**NOTICE INVITING OFFERS (NIO)**

Assam State Biodiversity Boards invites offers from eligible organizations for undertaking certain works/studies as per details given here and there

**1. Project Proposals/study:**

- i. State Biodiversity Inventory and Documentation
  - ii. Study on threatened species: identification; status and conservation needs
  - iii. Identification of Heritage Sites
  - iv. Biodiversity Awareness Campaigns
  - v. Study on status and documentation of commonly traded wild biological resources
  - vi. Study on status and documentation of wild rice varieties
2. Last date for receipt of offers in the office of the Board is **31<sup>st</sup> October, 2013.**
4. For each application there is a non-refundable fee of **Rs. 1000 (One thousand only)** which may be paid in a form of Demand Draft in favour of “ Assam State Biodiversity Board” payable at Guwahati.
5. The award of works would be on Quality-cum-Cost Based Selection (QCBS) at 70:30 ratio.

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(A.K.Johari)

Member Secretary-ASBB

## **1. State Biodiversity Inventory and Documentation:**

**Scope of Study / Work:** Biodiversity *i.e.* variability of life forms, is the key to ecological security against natural as well as anthropogenic adversaries. It includes plants, animals, birds, fishes and micro-organisms. Mapping this biodiversity helps understand the extent of occurrences and the current status of the biological resource base, its requirements and conservation needs.

For the sake of inventory and documentation the biodiversity realms could be the forests, agriculture, animal-husbandry, horticulture, fishery, tea-gardens and so on. Another grouping can be food, beverages, medicinal, dyes and so on.

Apart from listing of biological resource it is equally significant to describe the distribution, extent abundance, current status and conservation needs.

Document would be expected to be high quality, multilayered, user friendly and interactive information base in English; with a gist of information on each entry into Assamese language.

**Collaborations :** There are various educational and research organizations / Institutes that are engaged with similar works and have already generated a host of information. Similarly, there have been extensive works of similar nature in the country e.g. biodiversity mapping of Western Ghats. One project of the Department of Science & Technology, GOI is presently on for inventory of useful biological resources of NE India, the Assam component of which is being carried out by the Guwahati University.

It would be imperative to work out collaboration with all such organizations / Institutions in bringing out the landscape inventory of the State of Assam.

### **Steps of work:**

1. Design and Finalize a standard format for documentation with the help of existing formats and State specific requirements
2. Identify layers of information and Groupings of resources for creating a data base
3. Create a time line of Actions and Outputs for assessing progress and disbursement of funds
4. Integrate data-base with existing facility ( PBR Digital Portal and Board Website)

**Time Frame:** Within 4 Years from the date of commission of study

## **2. Study on threatened\* species: identification; status and conservation needs**

### **Scope of Study / Work:**

- i. Assam is a home to a very large number of floral and faunal species. A good number of these species are endemic to this region. Species at the time of their first report in Assam may have been extensive or restricted in its distribution and plentiful or limited in its population size. However, with passage of time and due to various natural as well as anthropogenic reasons the distribution and population size may have changed, resulting in many species now becoming rare and endangered.
- ii. The proposed study intends to identify such species, both floral and faunal, work out their present status and suggest actions for their conservation.
- iii. The study may require extensive primary and secondary data; standardization of criteria for assigning 'endangered' and 'critical' species status; identifying causes for criticality and recommendation for improving conservation of identified species.
- iv. The study, to begin with, may cover popular species for example, local fruit varieties, rice varieties, medicinal plants, timber species, ornamental plants and local vegetables, local fish varieties, birds and other species either in trade or local uses.

### **Steps of work:**

1. Preparation of candidate-list of species that have had a record of abundance and use in the past but are seemingly less visible or rare to come by, in the opinion of the user groups / stakeholders. Social Surveys need to cover various realms described at para- iv above. *This list may be put on Boards web site inviting view from various organizations / people.*
2. Standardize criteria for assigning 'endangered' and 'critical' species status;
3. Field surveys and status-studies for ascertaining current status of listed species based on these criteria.
4. Make additions or deletions in the list after ground-truthing
5. Bring out a final list
6. Document the study finding with detailed description on each species identified to be endangered or critical.

**Time Frame:** within 3 years from the date of commission of study

***\*Section-38 of the Biological Diversity Act deals with notification of threatened species.***

### **3. Identification of Heritage Sites\***

#### **Scope of Study / Work:**

- i. The State of Assam is immensely rich in biological diversity. More importantly, it is believed to be a cradle of evolution of a large number of present day crops and domestic animal breeds. This fact is evident from a large number of wild varieties that exist across the State.
- ii. Survival of wild associates of present day commercial varieties is extremely important for both from ecological and economic point of views.
- iii. Many such rich areas have already been brought under protection regime through constitution of Reserved Forests, National Parks, Wildlife Sanctuaries, Conservation Reserves and so on. By and large, these areas were either government lands or declared so in the process.
- iv. However, there are many non-government lands that are either privately owned or community owned and are important as they harbor significantly rich biodiversity viz agriculture varieties, horticulture varieties, or wild associates, migratory birds or otherwise.
- v. Such areas need to be recognized and facilitated for focused and scientific approach for conservation.

#### **Steps of work:**

1. Consult the detailed guidelines issued by the National Biodiversity Authority on Heritage Sites.
2. Develop elaborate set of criteria for selection of Heritage Sites in the State of Assam (put it on the website inviting suggestions and additions). Finalize criteria and Publish it.
3. Prepare a candidate list of potential Heritage Sites through survey, consultations, publicity calling nominations and through other means communication. Put this potential list on Web-site of the Board seeking further suggestions / additions
4. Applying the identified criteria prepare a gradation list.
5. Submit the list to the Board.

**Time Frame:** within 18 months from the date of commission of study

***\*Section-38 of the Biological Diversity Act deals with Heritage Sites.***

#### **4. Biodiversity Awareness Campaigns**

**Scope of Work:** Conservation of biodiversity requires participation of a whole range of stakeholders. The approach and method of reaching out to subsets of these stakeholders could vary for effectivity. The Board would like to engage competent agencies who have similar experiences to undertake the task in collaboration with the Board. A suggestive list of target groups and appropriate methods of awareness generation is given below.

#### **Target Groups and awareness approaches:**

1. School Children/ College students/ University.
  - i. School books
  - ii. Drawing books
  - iii. Cartoon/comic books
  - iv. Animation films
2. Members of Local Institutions such as Panchayats, women groups/nature clubs etc.
  - i. Leaflets in local language
  - ii. Posters in local language
  - iii. Calendars
  - iv. Magazines
  - v. Documentaries
3. Teachers educationists
  - i. Workshops
  - ii. Exposure visits to nature reserves etc.
  - iii. Documentaries
4. Public at large
  - i. Public Hoardings
  - ii. Radio messages
  - iii. Television snippets
  - iv. Advertisements in popular theaters
  - v. Street play

#### **Steps of work:**

1. Design strategy for various target groups and finalize in consultation with the Board.
2. Chalk out action plan and time frame in consultation with Target groups as applicable for implementing the strategies.
3. Implement strategies with a built in feedback mechanism.

**Time Frame:** 1 Year from the date of commission of study

## 5. **Study on status and documentation of commonly traded wild biological resources**

### **Scope of Study / Work:**

Assam is known for its rich biological diversity both in flora and fauna. Much of it is put to use in different ways by the communities and thus there is trade in these resources in local markets. A majority of these resources namely flowers, fruits, seeds, bulbs, roots, barks, snails and insects are collected from wild and traded. Some resources find ways to major markets even outside the state.

The Board desires to document such commonly traded floral and faunal bio-resources that are being collected from wild and traded. The document would contain description of resources both scientific and common names, nutritional value, traditional value, medicinal value (if any), photographs, specific part being traded, common uses and the volume of trade, both physical (quantity) and financial.

It would be desirable to also include information on distribution, status of the resource i.e. whether the resource is plentiful or getting scarce, seasonality and whether, if the resource is also being cultivated.

Any further and relevant information may be included.

### **Steps of work:**

1. Preparation of candidate-list of species that have had a record of abundance and use in the past but are seemingly less visible or rare to come by, in the opinion of the user groups / stakeholders.
2. Standardize criteria for assigning 'Common' 'Rare' and 'Threatened' species status;
3. Field surveys and status-studies for ascertaining current status of listed species based on these criteria.
4. Make additions or deletions in the list after ground-truthing.
5. Bring out a final list
6. Document the study finding with detailed description on each species identified to be endemic, rare or threatened.

**Time Frame:** within 3 years from the date of commission of study

## 6. **Study on status and documentation of wild rice varieties**

### **Scope of Study / Work**

The North Eastern Region of India and its extension with South Asian region is believed to be the cradle of evolution of cultivated paddy. It is believed that a large number of wild ancestors of the present day cultivated varieties are still thriving in pockets of this region. These ancestors are extremely precious for facing any genetic catastrophe. With this view, it is felt important to document existence and status of such wild varieties.

The Board desires to carry out a study on documentation of wild varieties of paddy in Assam with information on its distribution, significant characteristics including its resilience or resistance against common pathogen, seasonality, common traditional use, trade if any and the known cultivars derived from such wild varieties. The photographs of the standing crop, spike, grain etc.

The document may also contain a bibliography, that is, references of research on such wild varieties.

Any further and relevant information may be included.

### **Steps of work:**

1. Preparation of candidate-list of species that have had a record of abundance and use in the past but are seemingly less visible or rare to come by, in the opinion of the user groups / stakeholders.
2. Standardize criteria for assigning 'Common' 'Rare' and 'Threatened' species status;
3. Field surveys and status-studies for ascertaining current status of listed species based on these criteria.
4. Make additions or deletions in the list after ground-truthing.
5. Bring out a final list
6. Document the study finding with detailed description on each species identified to be endemic, rare or threatened.

**Time Frame:** Within 18 months from the date of commission of study

**A. TECHNICAL BID**

**PART-1:**

- 1) Name of the Agency: ( in case of joint offer please provide a copy of agreement of joint venture duly signed by the competent authorities)
- 2) Registration details in case of non-individuals
  - a) Year of establishment
  - b) Registration Number (enclose a copy in support)
- 3) Complete address:
- 4) Contact details
  - a) Landline Phone/Fax Numbers
  - b) Mobile Numbers
  - c) E-mail address
- 5) PAN/TAN/TiN Numbers ( as applicable)
- 6) Does the Agency have any regional / District or sub-district level office/s. If so, details thereof:
  - a) Place of office/s
  - b) Contact details
  - c) Description of Manpower
  - d) Major resources and description of specialization, if any



**B. FINANCIAL BID**

1. Lump sum cost of the study (Inclusive of all taxes & subject to mandatory deduction):
  - a. Amount in words (Rs) .....
  - b. Amount in numbers (Rs) .....
  
2. Broad breakup of the costs with timeline (for every quarter):
  - i. Engagement of Experts: .....
  - ii. Field exercises: .....
  - iii. Equipments if any \*: .....
  - iv. Document preparation & Printing: .....

**(\* The equipments purchased shall be returnable to the Board on completion of the study. However, the Board may allow retention of the equipments by the party concerned).**

**Signature**

## TERMS AND CONDITIONS

1. The Board reserves the right to award or not to award works on receipt of offers.
2. Offers are to be made in two parts i.e. Technical Bid and Financial Bid. First technical bids shall be evaluated and only those bidders that score threshold marks or more shall be eligible to participate in financial bids.
3. The final ranking of offers shall be based on following formula:
  - a. Weightage of technical bids : 70 % of technical score
  - b. Weightage of financial bids : 30 % financial bid score
4. The works shall be awarded to the successful bidder with highest combined score.
5. The successful bidder shall be required to submit a “Bank Guarantee” for an amount equal to 20% of the value at which the proposal is accepted and awarded. This shall have to be submitted at the time of signing of agreement with the Board for execution of the assignment.
6. Entire work shall have to be completed within the allotted time frame from the date of award of work.
7. In the event of non completion of works or delay in implementation of the works or failing to submit a satisfactory progress report, the Board shall have the right to either withhold or deny payment to the agency with whom work is settled.
8. Payments shall normally be made in following manner:
  - a. Mobilization amount = 20 %
  - b. On submission of a preliminary report = 20 %
  - c. On submission of mid-term report = 25%
  - d. On completion of draft document = 25 %
  - e. On submission of Final copies (Soft & Hard copies) of document = 10%
9. For the project/study for which timeframe is more than 2 years, the availability of funds shall be restricted to not more than 40 % of the total project amount in any year.
10. The release of payments shall be subject to satisfactory completion of the work as assess by the Board.
11. Last date for receipt of offers in the office of the Board is **31<sup>st</sup> October, 2013.**
12. For each application there is a non-refundable fee of **Rs. 1000 (One thousand only)** which may be paid in a form of Demand Draft in favour of “ Assam State Biodiversity Board” payable at Guwahati.