



GOVERNMENT OF WEST BENGAL
DIRECTORATE OF MINES & MINERALS
SHILPA SADAN, 2nd FLOOR,
4, ABANINDRANATH TAGORE SARANI, KOLKATA-700 016.

Notice No. 01/2023

Dated: 20/03/2023.

Directorate of Mines & Minerals, invites sealed application in attached format from organization/agency for Empanelment of Agencies as Notified Exploration Agencies (NEA) for Preparation of Auctionable Minor Mineral Blocks in the State of West Bengal and Topographical Survey of the demarcated blocks in the State of West Bengal.

Last date of submission of EOI is 31/03/2023.

A 20/03/2023
DIRECTOR OF MINES & MINERALS.

- **Application form and Terms & Conditions are available on our website: <https://dmm.gov.in> and also at our Office Notice Board.**

**GOVERNMENT OF WEST BENGAL
DIRECTORATE OF MINES AND MINERALS**

Notice No. 01 /2023
Date: 20/03/2023

**Expression of Interest for
Empanelment of Notified Exploration Agencies (NEA)
for Preparation of Auctionable Minor Mineral Blocks
in the State of West Bengal**

**Government of West Bengal
Directorate of Mines & Minerals**

Applicant's Expression of Interest

[On the letterhead of applicant]

To,

The Director,
Directorate of Mines & Minerals
Govt. Of West Bengal
Shilpa Sadan, 2nd Floor,
4-Camac Street,
kolkata-700016

Sub: **Submission of Expression of Interest for Empanelment of Notified Exploration Agencies (NEA) for "Preparation of Auctionable Minor Mineral Blocks in the State of West Bengal".**

Dear Sir,

In response to the Invitation for Expression of Interest (EOI) published on the websites of DMM/WBMTDCL/Dept. Of IC&E dated----- for the above purpose, we would like to express our interest to conduct the above proposed tasks. As per the EOI, we enclosed herewith the required information in the given format with all the requisite documents in a sealed envelope with one soft copy.

Sincerely Yours,

Signature of the applicant

[Full name of applicant']

Stamp.....

Date: XXXXXXXXX

Enclosure: - As above

SECTION – I

Applicant's Profile

[On the letterhead of applicant]

1. Name of the Applicant:
2. Name of Proprietor/Partners/Director:
3. Address of the Firm with e-mail, mobile details:
4. GST Registration details (with certified Copies):
5. Permanent Income Tax Number, (PAN) and Income Tax Circle:
6. Power of Attorney (with certified Copies):
7. Applicant should submit Notarized Certificate that Company/Firm/Individual has not been blacklisted in the past by any organization.
8. Tenderer's Bank: Account, Branch, Address:
9. Address of the Registered Office:
10. CONTACT NO.
Telephone:
Mobile:
Fax:
Email id:
11. Registration & incorporation particulars of the firm (with certified Copies):

I/ We hereby declare that the information furnished above is true and correct.

Place:

Date:

Signature & Seal of the Applicant

SECTION – II
FINANCIAL STRENGTH OF THE APPLICANT
[On the letterhead of applicant]

(Detail information of last three financial years)

Sl. No.	Fin. Yr.	Annual Net Profit (Profit After Tax)	Annual Gross Profit (Profit Before Tax)	Annual Turnover
1	FY 2019-20			
2	FY 2020-21			
3	FY 2021-22			

- Please attach Auditor Certified Financial Statement for each financial year (Mandatory).
- Unaudited financial statement certified by the Company auditor for the latest year (FY 2021-22) may be attached (in case the auditor certified statement is not available).

Signature of the Applicant

Full Name of Applicant

Stamp & Date

SECTION –III

**Experience of the Applicant
In Preparation of Auctionable Blocks or in Exploration of Minor Mineral
*[On the letterhead of applicant]***

Sl. No.	Name of the Project	Name of the Client	Work order no and date	Brief Details about the Project	Completion Certificate (No and Date)	Duration of Project	Total cost of project (in Rs. Lakhs)	Status of work if not completed

The above information must be supported by essential documentary evidences including Work Orders and Completion Certificates issued by the client duly certified by the assignee arranged in the same order as listed in table above.

Signature & Seal of the Applicant

Section-IV

Technical Resource Requirement & Eligibility Criteria for Empanelment of Notified Exploration Agencies in West Bengal: -

Sl. No.	Requirement	Criteria	Requisite Documents
1.	Legal Entity	<p>The NEA should be an Individual, Proprietorship Concern or Partnership Firm registered under Partnership Act, 1932 or a Limited Liability Partnership under the LLP Act, 2008 or a Company registered under Companies Act of India.</p> <p>The NEA's must have PAN and be registered under GST Act.</p>	<p>a. Certificates of Incorporation</p> <p>b. Memorandum and Articles of Association.</p> <p>c. Registration Certificates (incase of Partnership/LLP)</p> <p>d. GST Registration Certificate</p> <p>e. PAN</p>
2.	Technical Capability/Work Experience	<p>The Firm should have qualified technical personnel which includes at least 2 Surveyors, 2 Geologists and Supporting Manpower to carry the exploration work.</p>	<p>Details of qualified personnel in the proper format.</p>
		<p>NEA should have successfully executed at least 01 Mineral Exploration Work (G-3 or G-2 Level) for any mineral (Major/Minor) in the State of India/or any Central Govt. accomplished Project duly approved by the Competent Authority of the respective State.</p>	<p>Copies of Work Order.</p> <p>Copies of Geological Report for Mineral Exploration.</p> <p>Approval by the competent Authority.</p>
		<p>The Agency must be QCI NABET ACCREDITED agency.</p>	<p>Attach QCI NABET ACCREDITED Certificate.</p>
3.	Equipment's	<p>Applicant should have the required equipment's for mineral exploration such as GPS/DGPS /Total Station/Auto CAD & GIS Software's, printer, scanner and Drilling Machineries and manpower, either owned by self or in MoU with other organization, and all other equipment's for Geological Prospecting operations, etc.</p>	<p>Details of all such equipment's along with evidence of MoU for Drilling (if any).</p>
4.	Turnover	<p>The NEA should have a minimum Average Annual Turnover of total Rs. 15.00 Lakh in the last three financial years 2019-20, 2020-21, 2021-22.</p>	<p>Copies of Audited Financial Statements for the financial years 2019-20, 2020-21, 2021-22.</p>
5.	Net Worth	<p>The NEA should have positive net worth in the last 3 (three) financial year.</p>	<p>Net Worth Certificate from Practicing Registered Chartered Accountant.</p>
6.	Blacklisting	<p>The NEA must not be blacklisted by any Central/State Govt./ or Central/State PSU or Autonomous Body</p>	<p>Affidavit duly certified by First Class Magistrate to be submitted.</p>
7.	Experience	<p>The NEA must have experience of a minimum of 2 years of working with at least 1 years of working for Government/CPSU/SPSU/ Private Agency Projects.</p>	<p>Self- Certification by authorized signatory along with supporting evidences.</p>

Signature & Seal of the Applicant

8.	ITRs	The NEA must have filed Income Tax Returns for the last four financial years 2019-20, 2020-21, 2021-22 & 2022-23.	Copies of ITRs
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Note- All Above information must be supported by essential documentary evidences.

Signature & Seal of the Applicant

A) Details of Work Done:

Sl. No.	Name of the Project	Name of the Client	Work order (No and Date)	Brief Details about the Project	Completion Certificate (No and Date)	Duration of Project	Total cost of project (in Rs. Lakhs)	Status of work if not completed

B) Manpower Resource:

NAME	DESIGNATION	QUALIFICATION	EXPERIENCE WITH WORK DESCRIPTION

Signature & Seal of the Applicant

SECTION – V

Scope of Work:

- 1) Procurement of Toposheet/OSM Sheet, Cadastral Map, Satellite imagery, Geological Map and their Geo-referencing of the study area.
- 2) Procurement of land schedule for the identification and classification of Land into Forest/Non- Forest/GM Aam/GM Khas/Jungle Jhari/Raiyat etc.
- 3) Identification of a Potential area of minor mineral deposit (Minor minerals mentioned in MMDR Act 1957 as amended).
- 4) Demarcation of area through GPS/DGPS/Total Station Survey considering prescribed Guidelines of SEIAA/NGT.
- 5) Demarcation of blocks with geological field work considering all criteria as mentioned in the WBMMCR,2016 and The Policy of Mining of Minor Minerals of West Bengal in private /Raiyati land ,2022 as amended.
- 6) Water table studies of the demarcated area in line with CGWB guidelines/reports.
- 7) Collection of representative samples in grid pattern and according various sampling methods such as Grab/Random/Bulk/Channel samples/Core.
- 8) Pitting, Trenching and Drilling as per UNFC guidelines to establish Mineral Evidence if required toknow the vertical and lateral extension of the deposits.
- 9) Block cutting, polishing and conducting suitable analysis for identification of Decorative Stones, if any.
- 10) Chemical analysis of collected samples to determine major element contents, LOI, Specific Gravity and Rock Nomenclature etc.
- 11) Petrographic and Microscopic studies.
- 12) Preparation of geological maps, contour map, plans, cross sections, Google earth image and lithologs by using various mining software's such as Arc GIS, Global Mapper, Auto-CAD.
- 13) Resource Estimation under G-1/G-2 category.
- 14) Preparation of Geological Reports as per UNFC guidelines to establish Mineral Evidence in the given LOI.
- 15) Ground survey of leases to check illegal Mining.
- 16) Digitization & Geo-refereeing of Cadastral Map

SECTION –VI

SPECIFIC TERMS AND CONDITIONS

1. The Directorate will have right to drop any agency without assigning any reason whatsoever. The Directorate also reserves the right to modify the term and conditions for empanelment.
2. The agency is expected to maintain high level of professional ethics and will not act in any manner, which is detrimental to the West Bengal state's interest. Agency will maintain confidentiality on matters disclosed till proper instruction is issued for publication.
3. The details / conditions of each Geological Report will be mentioned in the respective scope of work / work order.
4. The Industry, Commerce & Enterprises Department reserves the right to make necessary modification to the selected work, concept, etc.
5. The agency will be debarred from empanelment, if the work is found unsatisfactory and not meeting the timelines as well as quality. In all such matters the Directorate reserves the right for rejection of any / all applications without assigning any reason whatsoever. All decisions taken by the Directorate would be final and no further representation in this regard will be entertained.
6. The prevailing Government instructions / guidelines / policy decision will be adhered to during the entire process of empanelment as well as award of contract.

ANNEXURE-I

SELF-DECLARATION

[On the letterhead of applicant]

We hereby confirm that we are interested in competing for providing the services of Empanelment of Agencies for **Preparation of Auctionable Minor Mineral Blocks in the State of West Bengal.**

We hereby undertake that all the information provided herewith Genuine and Accurate and we have not been blacklisted by any Central/State Govt./or Central/State PSU or Autonomous Body

Signature of the Applicant

Full Name of Applicant Stamp & Date