



**GOVERNMENT OF JHARKHAND
DEPARTMENT OF MINES AND GEOLOGY
DIRECTORATE OF GEOLOGY**

SHORT TENDER NOTICE

(Tender No: 10/2025-26)

Invitation of Tenderers

for

“Undertaking Geophysical Survey in Sokra Graphite Block,
Palamu District, Jharkhand”

LIST OF CONTENTS

Section	Contents	Page Nos.
1	Tender Notice	02
2	Bid Data Sheet	03
3	Tenderer's Declaration	04
4	Tenderer's Profile Details	05
5	Scope of Work	06-07
6	Preparation & Submission of Bid	08
7	General Terms & Conditions	09-11
Annexures		
I	Financial Bid Format	12
II	Bank Guarantee Format for submission of Performance Security Deposit	13-14

1. SHORT TENDER NOTICE

DIRECTORATE OF GEOLOGY, DEPARTMENT OF MINES AND GEOLOGY GOVERNMENT OF JHARKHAND

(Engineers' Hostel No-2, 2nd Floor, Dhurwa, Ranchi-834004)

Tender Ref. No. 10/2025-26

Date: 06.02.2026

The Directorate of Geology, Department of Mines and Geology (DMG), Government of Jharkhand (GoJ), is mainly responsible for conducting mineral exploration activities as its core business across the Jharkhand State. In this context, the Directorate of Geology, DMG, Government of Jharkhand invites sealed tenders from experienced and technically competent agencies for undertaking "Geophysical Survey in Sokra Graphite Block, Palamu District of Jharkhand".

The Tender Document, along with the Terms and Conditions and Application Form, can be downloaded from the official website: www.jharkhand.gov.in. Any corrigendum or updates will be published exclusively on this portal. Interested applicants are advised to regularly check the website for updates. Agencies meeting the eligibility criteria outlined in this Tender Document are invited to submit their applications/bids accordingly.

Sd/-

Director, Geology
Directorate of Geology,
Department of Mines & Geology,
Government of Jharkhand

NOTE: Directorate of Geology, DMG, GoJ reserves the right to (i) reject any or all applications without assigning any reason whatsoever; (ii) reschedule the application date(s) due to any unforeseen circumstances at any stage of the Tendering Process; (iii) cancel the Tendering Process, without assigning any reason(s) for the same.

2. BID DATA SHEET

S. No.	Particulars	Information
1.	Name of work	Geophysical Survey in Sokra Graphite Block, Palamu District of Jharkhand
2.	Contact Person and Address for Communication	Director, Geology; Directorate of Geology, Department of Mines & Geology, Government of Jharkhand; Engineers' Hostel No-2, 2 nd Floor, Dhurwa, Ranchi, PIN-834004; E-mail id: dir-geology@jharkhandmail.gov.in
3.	Cost of Tender Documents	The Tender document can be downloaded free of cost from the website: www.jharkhand.gov.in
4.	Validity of the Rate/Proposal Offered by the Tenderers	01 (One) year from the date of issue of the Work Order
5.	Tender reference number along with its publication date	10/2025-26, dated: 06.02.2026
6.	Date of publication of Tender	06.02.2026
7.	Pre-bid conference	16.02.2026
8.	Last date of submission of Bids/Tender	23.02.2026 till 01:00 PM
9.	Bid/Tender opening date	To be notified.
10.	Period of issue of Tender document	06.02.2026 to 23.02.2026 (till 1:00 P.M.)
11.	Mode of Bid submission	The bid must be submitted through the Speed post/Registered post/by hand in a sealed envelope clearly mentioning the tender reference number and the subject matter on the sealed envelope
12.	Address of Bid submission	Directorate of Geology, Engineers' Hostel No-2, 2 nd Floor, Dhurwa, Ranchi, Jharkhand, PIN-834004
13.	Helpline No.	0651-3519388

Sd/-

Director, Geology
Directorate of Geology,
Department of Mines & Geology,
Government of Jharkhand

3. TENDERER's DECLARATION

To,

Director, Geology
Directorate of Geology,
Department of Mines and Geology,
Government of Jharkhand, Ranchi

Dear Sir,

In response to the short tender notice published on vide tender reference no.....dated:.....regarding “*Geophysical Survey in Sokra Graphite Block, Palamu District of Jharkhand*”, I/We would like to express our interest to carry out the above proposed task as per the terms and conditions of this tender document. As instructed, I/we attach the required information in the given format with all the requisite documents (in the form of a **booklet**) in a sealed envelope.

Sincerely Yours,

Signature with date of the
applicant/Authorised Signatory and
Seal

Encl.: As above

4. TENDERER'S PROFILE DETAILS

- a) Name of the Agency/Applicant:
- b) Name of Proprietor/Partners/Director:
- c) Address of the Firm with e-mail ID and contact details:
- d) Address of the Registered Office:
- e) GST Registration details (with certified Copies):
- f) Permanent Income Tax Number, (PAN; with certified Copies):
- g) Power of Attorney/Authorized Signatory signing the Bid (with certified Copies):
- h) Applicant should submit **Notarized Certificate** that Company/Firm/Individual has not been **blacklisted** in the past by any organization.
- i) Tenderer's Bank Account Details:
- j) Registration & incorporation particulars of the firm (with certified Copies):
- k) Details of Micro Small and Medium Enterprises (**MSME**) firm, if applicable (attach relevant documents).
- l) Previous relevant work experience (with copies of work order/completion certificate)

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

Place:

Date:

Signature & seal of the Tenderer

5. SCOPE OF WORK

5.1 Details of the Area under Survey:

The selected agency shall undertake the Geophysical Survey work in Sokra Graphite Block of Palamu district; Jharkhand and the details of this area are as under:

- a) Name of the Area: Sokra Graphite Block
- b) Total area: 4.00 square kilometer
- c) Village: Sokra
- d) Block: Chainpur
- e) District: Palamu
- f) State: Jharkhand
- g) Survey of India OSM sheet number: F45A1
- h) Block boundary Co-ordinates:

Corner Points	Latitude (N)	Longitude (E)
A	23°58'02.707"	84°3'31.780"
B	23°58'02.707"	84°4'42.461"
C	23°56'57.759"	84°4'42.461"
D	23°56'57.759"	84°3'31.780"

- i) Type of Mineralization in the area: Graphite

5.2 Methods and Objectives:

- a) The selected agency shall carry out the above-mentioned survey work using the following geophysical methods:
 - i. Self-Potential (SP) method; and
 - ii. Electrical Resistivity method.
- b) The objective of the survey is to conduct **sub-surface investigations** to confirm the presence of graphite mineralization up to a depth of **250 meters**.
- c) The survey work shall be carried out over an area of **40 lines square kilometers**. However, the quantity of the work may vary depending on requirements and geological constraints.

5.3 Deliverables:

- a) The agency shall submit the **final survey report (original)** along with all relevant annexures in **triplicate**.

- b) All raw data shall be submitted in soft copy using standard storage media such as an external hard disk or pen drive.
- c) A metadata sheet for each site visit, including the date, location, and subject description, along with a comprehensive index, shall also be submitted by the agency.

5.4 Data Security and Intellectual Property Rights:

- a) The agency shall maintain a secure digital database of all raw and processed data for a period of **one (01) year** from the completion of the assignment.
- b) The database shall be made available to the Directorate of Geology upon request during the said period.
- c) All raw and processed data, reports, and related materials shall be the exclusive property of the Directorate of Geology, Department of Mines and Geology, Govt. of Jharkhand.
- d) The agency shall not share, distribute, reproduce, or disclose any portion of the data without prior written approval of the Directorate of Geology. ***Any unauthorized use or disclosure shall be treated as a breach of contract and an offence under applicable laws.***
- e) The Directorate of Geology shall retain exclusive copyright over all works produced under this work.

5.5 Travel and Logistics:

- a) The agency shall visit the area under investigation/working site as per the instructions of the Directorate of Geology or its authorized representative/nodal officer.
- b) All travel expenses related to the survey work shall be borne by the agency, and no separate TA/DA shall be admissible.
- c) The agency shall bear all transportation and logistical costs related to survey instruments, equipment, and other required materials/resources.

5.6 Manpower and Work Completion Timeframe:

- a) The entire scope of work shall be completed by the agency within the sanctioned timeframe as mentioned in the Work Order, without any delay.
- b) The agency shall deploy adequate survey instruments, qualified manpower, and related resources to ensure timely and satisfactory completion of the work.

6. PREPARATION AND SUBMISSION OF BID

1. The Bid shall be typed or printed and the Bidder shall put his/her signature on each page. The authorization to sign the Bid Document must be confirmed by a written Power of Attorney accompanying the Bid.
2. Bidders would provide all the information as per this Tender Document and in the specified formats. The Purchase Committee of the Directorate of Geology reserve the right to reject any Bid that is not in the specified format.
3. The Bid must contain no interlineations or overwriting. If it is necessary to correct, the correction must be done by the Bidders themselves. Such corrections must be initialed (signed) by the person or persons signing the bid.
4. Bidder must not indicate directly or indirectly their Financial Bid anywhere in envelop of the Technical Bid. Any such disclosure shall result in summarily rejection of whole of the Bid of the concerned Bidders.
5. Bid for each tender should be submitted in **02 (Two)** envelopes placed inside a main cover/envelop in the following manner: -

Sl. No.	Envelop	Type	Contents of Envelop
a.	First	Technical Bid	Applicant's profile details, Tenderer's declaration form and the relevant documents as mentioned under the " <i>Tenderer's Profile Details Clause</i> "
b.	Second	Financial Bid	Financial Offer/Rate as per the Prescribed financial bid format.

6. The envelopes, of "TECHNICAL Bid" AND "FINANCIAL Bid" (**Annexure-I**) must be clearly mentioned and should be properly sealed. Further, these envelopes are to be placed inside a big envelope and properly sealed. The tenders which are not submitted in above mentioned manner shall be summarily rejected.
7. Tender reference number and the subject matter must be clearly mentioned on the sealed envelope.

7. GENERAL TERMS AND CONDITIONS

- i. The bidder should ensure clarity/legibility of the document submitted by him to the Directorate of Geology, DMG, Government of Jharkhand (GoJ), Ranchi.
- ii. The overall execution of the work will be monitored by an authorized representative of the Directorate of Geology. The agency shall be obliged to comply with all instructions issued by the authorized representative during the course of the assignment.
- iii. Authorized representative(s) or nodal officer(s) from the Directorate of Geology shall provide technical guidance and instructions to the agency during site visits and survey operations.
- iv. **Validity period of Financial Offer/Rate:** The financial offer/rate of the final selected agency shall remain valid for a period of **one (01) year** from the date of issuance of the work order. However, the Directorate of Geology, GoJ, reserves the right to seek such rate/offer through the tendering process at any time without assigning any reason (s).
- v. The bidder should not have been **blacklisted/banned** (*applicant should submit Notarized Certificate in this regard*) by any Central/State Government (Central /State Government and Public Sector) and any Court of Law or under a declaration of ineligibility for corrupt or fraudulent practices as on date of Bid Submission.
- vi. Duly signed tender documents, certificates, statements shall be accepted. All the responsibility for their correctness/authenticity lies with the applicant. If any of the information furnished by the bidder is found to be false/fabricated bogus, his application will be disqualified.
- vii. *The Bidder must submit a set of all relevant documents (in connection with this tender) in a hard copy (in the form of a Booklet with proper paging & a Content Page)) to the office of Directorate of Geology, DMG, GoJ, Ranchi.*
- viii. The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding document. Failure to furnish all information required by the bidding document or submission of a bid not responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
- ix. The bidders may send their query through e-mail to dir-geology@jharkhandmail.gov.in or submit a hard copy at the office of Directorate of Geology, DMG, GoJ at Ranchi regarding tender document **before the bid opening date**. No request for clarification shall be entertained thereafter. Suggestions/feedback received from participating bidders may be included in the tender schedule/Bid Data Sheet if found suitable as

per the requirement of Directorate of Geology, DMG, GoJ, Ranchi and the decision of Directorate of Geology, DMG, GoJ in this regard, shall be final. Corrigendum if any shall only be published on www.jharkhand.gov.in henceforth and will be part of the tender document. All interested participants are requested to monitor this website closely.

- x. **Pre-bid Conference:** A pre-bid conference shall be held as per the schedule specified in the Bid Data Sheet of this tender document. The conference shall be conducted exclusively in **Online/Hybrid mode**.
- xi. The tender paper is to be downloaded from the website www.jharkhand.gov.in as per the time schedule given in the Bid-data sheet. **There will be no manual sale of the tender paper.** The Bidders who have participated in the bid can witness the opening of bids at the office.
- xii. The techno-commercial bids shall be evaluated by a duly constituted committee of the Directorate of Geology, Government of Jharkhand.
- xiii. In the **first stage**, the envelopes containing the technical bids shall be opened and examined by the evaluation committee. Based on the assessment of eligibility, qualifications, and technical responsiveness, bidders found suitable shall be declared as **technically qualified**.
- xiv. In the **second stage**, the financial bids of only the technically qualified bidders shall be opened and evaluated. The bidder quoting the lowest financial bid/rate (L1) shall be declared the **L1 Bidder** and awarded the work order, subject to approval and fulfilment of all other terms and conditions of this tender.
- xv. The successful (L1) Bidder shall have to submit **Performance Security Deposit** in the form of **Bank Guarantee (BG) (Annexure-II)**. The BG should be issued by any Nationalized/Nationalized Scheduled bank in favour of “**Directorate of Geology, Department of Mines and Geology, Govt. of Jharkhand**” payable at Ranchi. *Performance Security Deposit shall be 5% of the Contract value (L1 rate) or as calculated by the Directorate of Geology, DMG, GoJ.*
- xvi. All exemptions applicable to Micro, Small and Medium Enterprises (**MSME**) units shall be governed exclusively by the **Government of Jharkhand Procurement Policy**.
- xvii. The Bidders, who are **exempted** to deposit the **Security Money Deposit** due to any exemption granted by Central/State Govt., are required to attach scanned copy of relevant documents evidencing such exemption granted, along with the Techno-Commercial Bid document. In such cases, the agency shall enter into a **service**

- contract** with the Directorate of Geology to guarantee completion of the work. Any violation of this provision shall be treated as a breach of contract.
- xviii.** The Performance security Deposit shall be returned after successful completion of the work *as defined in the Work Order* to the satisfaction of Directorate of Geology, DMG, GoJ and on satisfactory compliance of all statutory laws and acts applicable to this work. The Performance security Deposit shall be released on receipt of recommendation from the concerned official or Sectional Head.
- xix.** The Performance Security Deposit shall be for due and faithful performance during the warranty period and is liable for forfeiture in the following cases;
- a) If the successful bidder denies undertaking the work after issuance of LOI, or
 - b) If the successful bidder abandons the work before its completion, or
 - c) If the work performed by the successful bidder is not as per the technical specification/scope of work as agreed by the agency.
- xx.** The Directorate of Geology may, at its own discretion, extend this deadline for submission by notifying the same in the newspaper or in the website.
- xxi.** The firm/firms shall **renew the Security deposit** in the form of BG on periodic basis before expiry till the contract period is not over. In case of deviation of agreed terms & conditions by the firm/firms, the Bank Guarantee shall be encashed.
- xxii. Payment terms:** The payment to the agency will be released on the basis of the work executed. The agency shall submit the bill in original duly signed, against work done as per the contract. These will be verified by the authorised representative of the Directorate of Geology, GoJ on the basis of work executed as per the scope of work. After certification, the bill will be processed for release of payment and the final payment will be made **within 45 (Forty Five) days** of completion of all formalities as per terms and conditions of the contract.
- xxiii.** Non completion of assigned job/work shall lead to forfeit of the performance security deposit and the same shall be encashed. Provided that if the situation at the work site is proved to be beyond the control of the agency/firm (force majeure) then the same shall be acceptable by the competent authority and the security deposit shall not be forfeited. The decision of the Directorate of Geology, DMG, GoJ, Ranchi, Jharkhand shall be final in this regard.
- xxiv.** In case of an acute emergency or non-completion of the work by the selected (L1) agency, the Directorate of Geology, DMG, Government of Jharkhand, Ranchi reserves the right to assign the work to any other agency participating in this tender at the **finalized L1 rate**.
- xxv.** All **disputes** shall be settled within the territorial Jurisdiction of the **Court of Ranchi, Jharkhand** only.

Sd/-

Director, Geology
Directorate of Geology,
Department of Mines & Geology, Government of Jharkhand

Annexure-I: FINANCIAL BID FORMAT

To,

The Director, Geology
Directorate of Geology
Department of Mines and Geology
Government of Jharkhand

Name of Work: Geophysical Survey in Sokra Graphite Block, Palamu District of Jharkhand.

Dear Sir,

I/We have undergone the scope of work and all other terms and conditions of this tender document and quote our rate/amount as following:-

Sl. No.	Description of Work	Rate/Amount (in Rs.) including all applicable Taxes
1	Geophysical Survey in Sokra Graphite Block, Palamu District of Jharkhand, using Self-Potential and Electrical Resistivity Methods.	

Note:

1. The quoted rate/amount shall be inclusive of all applicable taxes, duties, levies, service charges, transportation, equipment usage, manpower, and any other incidental expenses.
2. The bidder must ensure that the rates are firm and not subject to escalation during the contract period.

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

Place:

Date:

Signature & seal of the Tenderer

ANNEXURE II: BANK GUARANTEE FORMAT OF PERFORMANCE SECURITY

(Bank's Name, and Address of issuing Branch or Office)

(On Non-Judicial Stamp paper of value not less than INR-----)

.....(Name of the Bank)

Address

.....Guarantee

No.....

A/C M/s..... (Name of Bidder)

Date of Expiry.....

Limit to liability (currency & amount)

.....

Invitation for TENDER No.....dated

For..... (Name of Facilities)

Subject: Expression of Interest Security Bank Guarantee.

Date.....20

To

Director, Geology

Directorate of Geology

Deptt. of Mines & Geology

2nd Floor, Engineer's Hostel No.-2, Dhurwa,

Ranchi – 834004, Jharkhand, INDIA

Dear Sir,

In consideration of Directorate of Geology, Department of Mines & Geology Government of Jharkhand (hereinafter called "DMG") which expression shall unless repugnant to the subject of context include his successors and assigns having agreed to exempt M/s----- (hereinafter called " Bidder") from demand under the terms & conditions of "Standard TENDER documents" (hereinafter called the said "TENDER document") issued by DMG vide No. _____ for the work _____ (Name of the facilities) from deposit of TENDER security for the due fulfillment by the Bidder of the terms and conditions contained in the said TENDER document on production of Bank Guarantee for INR. _____ (INR _____ only) (figure in words).

1. We the _____ Bank Ltd. (Name of Bank) hereinafter referred to as "Bank" having our registered office at _____ (address of Bank) do hereby undertake and agree to indemnify and keep indemnified DMG to extent of INR. _____ (INR. _____ only) (figures in words) against any losses, damage cost, charges and expenses caused to or suffered by or that may be caused or suffered by DMG by reason of any breach or breaches by the Bidder of any of the terms and conditions contained in the said TENDER document and unconditionally pay the amount claimed by DMG on demand and without demur to the extent aforesaid.
2. We _____ Bank Ltd do hereby undertake to pay the amounts due and payable under the guarantee without any demur merely on a demand by you stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by you by reason of any breach by the said Bidder of any of the terms or conditions contained in the said TENDER document by reason of the Bidder's failure to fulfill the conditions of said TENDER document. Any such demand on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding INR. _____.
3. We _____ Bank Ltd. further agree that DMG shall be the sole judge of and as to whether the Bidder has committed any breach or breaches of terms and conditions of the said TENDER document and the extent of loss, damages, costs, charges and expenses caused to or suffered by or that may cause to or suffered by DMG on account thereof to the extent of the TENDER Security required to be deposited by the Bidder in respect of the said document and the decision of DMG that the Bidder has committed such breach or breaches and as to the amount or amounts of loss, damages, costs, charges, and expenses caused to or suffered by or that may be caused to or suffered by DMG shall be final and binding on us.
4. We _____ Bank Ltd. further agree that guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance on the said TENDER

document and that it shall continue to be enforceable till you certify that terms and conditions of the said TENDER document have been fully and properly carried out by the said Bidder and accordingly discharge the guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the (date) _____ we shall be discharged from all liability under this guarantee.

5. We _____ Bank Ltd. further agree with you that you have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said TENDER document or to extend time of performance by the said Bidder from time to time or to postpone for any time or from time to time any of the powers exercisable by you against the said Bidder and to forbear or enforce any of the terms and conditions relating to the said TENDER Document and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Bidder or for any forbearance act or omission on your part or any indulgence by you to the said Bidder or any such matter or thing whatsoever under the law relating to sureties would but for this provision have effect of so relieving us.
6. It shall not be necessary for DMG to proceed against the Bidder before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which DMG may have obtained from the Bidder at this time when proceeding are taken against Bank hereunder be outstanding or unrealized.
7. We _____ Bank Ltd. further undertake to unconditionally pay the amount claimed by DMG merely on demand and without demur to the extent aforesaid.
8. We, the said Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of DMG in writing and agree that any change in the constitution of DMG or the Bidder or the said Bank shall not discharge our liability hereunder dated _____ day of _____ 20..... for _____ Bank Ltd.

Yours faithfully

For

(Name of the Bank)

Note: Only Bank-Guarantee issued by any of the scheduled commercial bank or nationalized bank having its branch in Jharkhand shall be valid.