



GOVERNMENT OF ASSAM

STATE PROJECT MANAGEMENT UNIT, NEER NIRMAL PARIYOJANA, ASSAM

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No. SPMU/HR/GIS/161/2016-17/ 9007

Date: 21 November 2017

INVITATION FOR QUOTATIONS FOR NON-CONSULTING SERVICES UNDER SHOPPING METHOD

To:

Subject: INVITATION FOR QUOTATIONS FOR "ENGAGEMENT OF AGENCY FOR PREPARATION OF COMPREHENSIVE GIS DATABASE FOR KHETRI GRAM PANCHAYAT IN KAMRUP (M) DISTRICT UNDER NEER NIRMAL PARIYOJANA, ASSAM ON PILOT BASIS"

1. You are invited to submit your most competitive quotation for the following non-consulting services:

Description	Completion Period	Location of Services	Terms of Reference
Engagement of agency for preparation of comprehensive GIS database for Khetri gram panchayat in Kamrup (M) district under Neer Nirmal Pariyojana, Assam on pilot basis	2 months from the date of issue of Notice to Proceed	Khetri Gram Panchayat, Kamrup, Assam	Appendix 1

2. Government of India has received a credit from the International Development Association equivalent to US\$500 billion towards the cost of the Rural Water Supply and Sanitation Project for Low Income States, now renamed as Neer Nirmal Pariyojana. The State Project Management Unit, Neer Nirmal Pariyojana, Assam (SPMU, NNP-Assam), an implementing agency, intends to apply a part of the proceeds of this credit to eligible payments under the contract for which this Invitation for Quotations is issued.

3. Bidding will be conducted under Shopping procurement method, specified in the World Bank's "Guidelines - Procurement of Goods, Works and Non-Consulting Services under IBRD Loans and IDA Credits and Grants by World Bank's Borrowers" and is open to all eligible bidders.

4. Bid Price:

- The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
- Goods and Services Tax (GST) shall be shown separately.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices shall be quoted in Indian Rupees only.

5. Each bidder shall submit only one quotation. Bidder shall not contact other bidders in matters relating to this quotation.

6. The bidder shall submit the quotation as per format attached at **Appendix 2**. The quotation in the attached format should be sealed in an envelope and addressed to and delivered to the address given below. The envelope shall be prominently marked on top with "**ENGAGEMENT OF AGENCY FOR PREPARATION OF COMPREHENSIVE GIS DATABASE FOR KHETRI GRAM PANCHAYAT IN KAMRUP (M) DISTRICT UNDER NEER NIRMAL PARIYOJANA, ASSAM ON PILOT BASIS.**"

7. Incomplete or conditional quotation shall not be entertained. No quotation shall be accepted after closing date and time.

8. All the bidder participating in the bidding process must submit:

- (a) Power of Attorney to sign the quotation;
- (b) photocopy of Trade Licence;
- (c) photocopy of GST Registration Certificate;
- (d) photocopy of PAN Card;
- (e) documents in support of existence and experience of the firm/organisation for a minimum of three years;
- (f) list of human resources, alongwith their qualifications and experience, available with the bidder and Curriculum Vitae of the key experts as stated in the Terms of Reference for the Services;
- (g) a Certificate to the effect that the firm/organization is not blacklisted by any government department/semi-government/public sector organization; and
- (h) copy of all pages of Invitation for Quotations signed by the authorized signatory.

9. Conditional quotation shall not be accepted.

10. Any firm/organization blacklisted by a government department/semi-government/public sector organization shall not be considered for this quotation process and the quotation will be rejected straightway.

11. **Validity of Quotation:** Quotation shall remain valid for a period not less than 45 days after the deadline date specified for submission and no request for any variation in quoted rates and/withdrawal of quotation on any ground by successful bidder shall be entertained during the validity period.

12. **Evaluation of Quotations:** The Client will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed ; and
- (b) conform to the terms and conditions, and specifications.

12.1. GST shall not be taken into account in evaluation.

12.2. In evaluating the quotations, the Client will determine the evaluated price for each proposal by adjusting the price quotation to correct any arithmetical errors as follows:

- (a) where there is a discrepancy between unit rates in figures and in words, the rates in words will govern; and
- (b) if a bidder refuses to accept the correction, his quotation will be rejected.

- 12.3. To assist in the analysis, evaluation and computation of the quotations, the SPMU, NNP-Assam may ask bidders individually for clarification of their quotations. The request for clarification and the response shall be in writing.
- 12.4. The SPMU, NNP-Assam may invite the lowest evaluated bidder for negotiations.
13. **Award of contract:** The Client will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 13.1. The lowest evaluated substantially responsive bidder will furnish Performance Security @ 10% of the Award Value in the form of Demand Draft in favour of SWSM (SPMU ACCOUNT) drawn on any Nationalized Bank/Scheduled Bank payable at Guwahati and valid for a period of 90 days, and sign a Contract as per attached form of contract and terms & conditions of the services within 21 days of the issue of Letter of Acceptance (format attached at **Appendix 3**). Failure to furnish the Performance Security and sign the Contract shall constitute sufficient grounds for the annulment of the award.
- 13.2. Notwithstanding the above, the Client reserves the right to accept or reject any of the quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 13.3. The bidder whose quotation is accepted will be notified of the award of contract by the Client prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the Letter of Acceptance.
14. Payment shall be made within 25 days after the acceptance of the final report and receipt of the Invoice from the bidder.
15. You are requested to provide your offer latest by **15.00 hours on 4 December 2017**. Quotations will be opened immediately after deadline for submission of quotations in the presence of the bidders or their authorized representatives, who choose to attend.
16. We look forward to receiving your quotations and thank you for your interest in this project.



Project Director
State Project Management Unit
Neer Nirmal Pariyojana, Assam
5th Floor, Redstone Building, G.S Road, Dispur, Guwahati – 781006

TERMS OF REFERENCE

A. BACKGROUND

1. The Ministry of Drinking Water and Sanitation (MoDWS) and the World Bank have jointly developed the Neer Nirmal Pariyojana – Rural Water Supply and Sanitation Project for Low Income States (RWSS-LIS) with an objective to 'improved piped water supply and sanitation services for selected rural communities in the target states through decentralized service delivery systems'. The Project will support progressive decentralization, with increased responsibility to the PRIs at the district and village levels for designing and implementing the RWSS schemes, and to the State and District Water and Sanitation Missions (DWSMs) for policy and oversight aspects. The RWSSP-LIS (Neer Nirmal Pariyojana) is being implemented in the four states of Assam, Bihar, Jharkhand, and Uttar Pradesh.
2. The World Bank Funded Neer Nirmal Pariyojana in the state of Assam has started in the year 2014 with an objective to provide 24X7 potable water supply through metered HH connection to rural HHs @70 LPCD. For the first time in the state large Multi Village Schemes for the rural people have been planned. The project has been taken up in the state in two batches to be implemented during the period of year 2013 to 2020.
3. The project will be covering 5041 habitations of 1275 villages in 173 GP's of 16 Development Block. Total population to be benefited by the project is 12, 27,341 (2011 base) at an estimated cost of INR1474.03 crores. All these seven schemes are formulated primarily for quality and sustainability, and to address the issues and challenges of institutional, infrastructure and service delivery system in rural water supply and sanitation sector. The Project Implementation Period is 8 years – Construction Period is 3 Years, Operation and Maintenance (O&M) Period is 5 Years.
4. In the Batch – I of the project 63 Gram Panchayats in 3 districts of Hailakandi, Jorhat and Kamrup (M) has been taken up. Substantial progress have been made in the infrastructure development has been made in the Batch – I districts and expected completion time is 2018. The total project cost in Batch – I district is INR676.03 Crores.
5. In Batch – II of the project 98 Gram Panchayats in 3 districts of Sivasagar, Bongaigaon, and Morigaon have been taken. Already baseline survey and topographic survey in these districts has been started in these districts. The total project cost envisaged in Batch – II project is INR822.67 Crores.

B. OBJECTIVE OF THE PROJECT

6. Project Director, State Project Management Unit, Neer Nirmal Pariyojana wants to invite eligible firms to prepare comprehensive GIS based database for Khetri Gram Panchayat in Kamrup (M) District on pilot basis which is required to be replicated in all the 162 Gram Panchayats under Neer Nirmal Pariyojana with the following objectives:
 - (i) Preparation of GIS based base map of the GP
 - (ii) Mapping and indexing of consumers
 - (iii) Mapping of existing infrastructure on PWSS (Piped water supply scheme)

C. PROJECT AREA

7. The project area to be covered is Khetri GP in Kamrup (M) District. The Approximate no. of HH in the GP is around 2,868.

D. INDICATIVE SCOPE OF SERVICE

- (i) **Procurement of Geo-referenced High Resolution Satellite Imageries** and validation of the project site with the same imageries.
- (ii) **Extraction/Digitization** of each Household/Roof footprint of the project area using satellite imageries with other relevant information like land use/land cover, roadways, railways, water bodies / streams / rivers, surrounding forest cover or vegetation, important landmarks etc.
- (iii) **Generation of GP-wise data:** The ward boundary in each GP will be mapped using GPS and integrated to get the GP boundary.
- (iv) **Preparation of GP base map:** Within each GP the base map shall contain different layers such as roads, water resources and important landmarks and public utilities, land use etc. The road maps shall additionally show: (a) Existing water Supply schemes: Source bore well/ open well/ river/ Canal, details of intake works including pump station (if any), transmission mains, Water treatment plant, Distribution layout with dia and length, pipe material, Reservoirs – type and capacity and staging, House service connections, public stand posts; (b) Road network: Length and Width of roads, Road carpet details, Road levels, Culverts details,
- (v) **Household level Mapping and attribute data linking:** Household survey has been completed in the project GPs and household ID has been generated. During the GIS based mapping these IDs will be assigned to building footprints to prepare a comprehensive database. Finally the attribute data collected from each and every household during the baseline survey will be linked to the building footprints.
- (vi) **Data Integration:**
 - (a) Attributed data collected during the baseline survey will be linked to Household Identification Numbers against each household / roof footprint will be generated in GIS.
 - (b) GIS based Household Identification Numbers will be linked with attribute data of each household data, collected using prescribed format from the field by the enumerators to generate Consumer Index.
- (vii) **Consumer Index:** Consumer indexing will be combination of GIS Household Identification Numbers and Household Schedule Serial number. The index will help to understand the project coverage and gaps at laboratory as well as at field level during network distribution plan during the implementation of schemes.
- (viii) **Overlay analysis:** Overlay analysis will be applied to validate the topographic data collected from field using Total Station with the help of procured satellite imageries for better understanding of the project area. With the help of overlaid data with satellite imageries project, planning process will be understandable in the form of map and simplify the execution process at field.

E. Outcomes and Deliverables

S. No.	Report	Content
1	Inception Report	Tasks 1 <ul style="list-style-type: none"> (i) Brief of existing situation based on secondary information (ii) Collection of maps available with SPMU, Operator (iii) Demarcation of GP boundary (iv) Procurement of Satellite imagery
2	Draft base map	Tasks 2 <ul style="list-style-type: none"> (i) Digitised base maps showing HHs and other infrastructure in the GP (ii) HH Survey (iii) Digitisation on roads, rivers, drains etc (iv) Attribute data linking (v) Superimpose Distribution network in to GP base Map
3	Submission of Final Base Map	Task 3 Submission of Final Base Map after receiving observation from SPMU

F. Expertise and Inputs

Position	Input Month	Qualifications & skills	Experience
Team Leader (GIS Expert)	1.5 months	Bachelors degree or higher degree in Planning/Engineering/Science /others Knowledge of major GIS software and GPS technology. Good communication skills Understanding of local Assamese language	At least 10 years of experience in managing and processing of high resolution satellite data and development of GIS database Should be familiar with government procedures for procurement of satellite data.
GIS Analyst – 2 No.	1.5 months each	Bachelor degree or higher degree in Planning/Engineering/Science/others Knowledge of major GIS software and GPS technology. Good communication skills understanding of local Assamese language	At least 3 years of experience in managing and processing of high resolution satellite data and development of GIS database

Position	Input Month	Qualifications & skills	Experience
GIS Supervisor – 2 No.	1 month each	Bachelor/Master Degree in Social sciences Experience in dealing with survey work Fluent in Hindi/ Assamese language	At least 3 years experience in dealing with issues at the supervising GIS based survey at field level

Note:

- (i) Firms should submit the CVs of the above experts only. Additional CVs submitted will not be considered.
- (ii) Firms to quote in their financial proposal according to the man-months suggested above.
- (iii) Firms may also suggest revised inputs but should be substantiated with justifications under Comments to ToR section.
- (iv) Firms should be fluent in English and possess good communication skills in Hindi, & local Assamese language.

G. DURATION OF THE CONTRACT:

8. Contract will be initially for two months for the pilot project.

H. LOCATION OF THE ASSIGNMENT

Location of assignment shall be Khetri GP in Kamrup (M) district.

I. Client's Input and Counterpart personnel

9. The client will provide all available maps and information of the GP along with the baseline data collected with consumer ID in both soft and hard copy.

J. Payment Schedule

10. The firm invoice will be supported by the Time Sheets at each stage of payment, duly approved by the Project Director.

S. No.	Milestone Linked Payment	Percent to Total
1	Mobilization Advance	10%
2	Submission of Inception report	30%
3	Submission of Draft GIS base Map	40%
4	Submission of Final GIS database and map	20%
Total		100%

(To be given by the bidders in their official letter head)

FORMAT OF QUOTATION

Ref: IFQ No. _____

dated _____

Description	Rate in INR Excluding GST	
	In Figures	In Words
Engagement of agency for preparation of comprehensive GIS database for Khetri gram panchayat in Kamrup (M) district under Neer Nirmal Pariyojana, Assam on pilot basis		
GST		
TOTAL INCLUDING GST		

Gross Total Amount Including GST: INR

We agree to provide the above services in accordance with the Terms of Reference for a total contract price of INR (amount in figures) (INDIAN RUPEES).....(amount in words)) within the period specified in the Invitation for Quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Signature of Supplier



GOVERNMENT OF ASSAM

STATE PROJECT MANAGEMENT UNIT, NEER NIRMAL PARIYOJANA, ASSAM

RWSSP-LIS, World Bank Project, 5th Floor, Redstone Building, G.S Road, Dispur, Guwahati - 781006

Website: www.nnpphedassam.org

Phone No. 0361 - 2334345

Email ID: assam_worldbank@rediffmail.com

No.

Date:

LETTER OF ACCEPTANCE

To,

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Subject: ENGAGEMENT OF AGENCY FOR PREPARATION OF COMPREHENSIVE GIS DATABASE FOR KHETRI GRAM PANCHAYAT IN KAMRUP (M) DISTRICT UNDER NEER NIRMAL PARIYOJANA, ASSAM ON PILOT BASIS

This is to notify that your Quotation dated, 2017 for execution of the Contract for the Engagement of agency for preparation of comprehensive GIS database for Khetri gram panchayat in Kamrup (M) district under Neer Nirmal Pariyojana, Assam on pilot basis as given below:

Description	Rate in INR Excluding GST	
	In Figures	In Words
Engagement of agency for preparation of comprehensive GIS database for Khetri gram panchayat in Kamrup (M) district under Neer Nirmal Pariyojana, Assam on pilot basis		
GST		
TOTAL INCLUDING GST		

as corrected is hereby accepted.

You are requested to furnish Performance Security @10% of the Award Value in the form of Demand Draft valid for a period of 90 days within 21 days of the issue of this Letter of Acceptance.

This Notification of Award will constitute the formation of Contract. However, until and unless the Performance Security is furnished and Contract is signed within 21 days of the issue of this Letter of Acceptance, the Contract shall not be deemed as active. You are hereby instructed to proceed for the fulfilment of signing of Contract within 21 days of receiving this letter.

You are hereby instructed to proceed for the necessary action for the execution of the said Services in accordance with the Contract document.

Project Director
State Project Management Unit,
Neer Nirmal Pariyojana, Assam
Guwahati - 781006