

**DEPARTMENT OF SCIENCE AND TECHNOLOGY  
SURVEY OF INDIA**

**BID DOCUMENT FOR**

**Procurement of 5 Nos. Professional Survey Grade  
UAV/Drone in Micro Category for Large Scale  
Mapping under SVAMITVA Scheme**

**Purchaser:**

**OFFICE OF DIRECTOR  
MEGHALAYA & ARUNACHAL PRADESH GDC,  
SURVEY OF INDIA, MALKI,  
SHILLONG (MEGHALAYA) - 793001**

**OTE No: S- 1761 /15-C-Inst**

**Dated 28/08/2020**

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**GOVERNMENT OF INDIA  
MINISTRY OF SCIENCE & TECHNOLOGY  
SURVEY OF INDIA**

**OPEN TENDER ENQUIRY (Goods)**

**For**

**PROCUREMENT OF 5 NOS. PROFESSIONAL SURVEY GRADE UAV/DRONE IN MICRO  
CATEGORY FOR LARGE SCALE MAPPING UNDER SVAMITVA SCHEME**

**OTE NO: S- 1761/15-C-Inst Dated 28/08/2020**

NAME OF PROCUREMENT	: <b>Procurement of 5 Nos. Professional Survey Grade UAV/Drone in Micro Category for Large Scale Mapping under SVAMITVA Scheme</b>
PERIOD OF SALE OF BIDDING DOCUMENT	: FROM 31/08/2020 (16:00 Hours Server Time) TO 21/09/2020 (10:00 Hours Server Time)
PRE-BID MEETING	: 07/09/2020 (11:00 Hours)
LAST DATE AND TIME FOR RECEIPT OF BIDS	: 21/09/2020(10:00 Hours Server Time)
DATE AND TIME OF OPENING OF BIDS – Technical Part*	: 22/09/2020(11:00 Hours Server Time)
PLACE OF OPENING OF BID	: Office of Director, Megh & Ar. Pradesh GDC, Survey of India, Malki, Shillong Meghalaya -793 001.
OFFICER INVITING BIDS	: Office of Director, Megh & Ar. Pradesh GDC, Survey of India, Malki, Shillong Meghalaya -793 001. <i>(On Behalf of Surveyor General of India, Dehradun)</i>  Email: megh.gdc.soi@gov.in Fax :0364-2223320 Tel :0364-2223170

**\*Time and Date of Opening of Bids – Financial Part shall be intimated after technical evaluation of bid.**

## SECTION-I

**GOVERNMENT OF INDIA  
MINISTRY OF SCIENCE & TECHNOLOGY  
SURVEY OF INDIA**

**OPEN TENDER ENQUIRY (Goods)**

**NOTICE INVITING TENDER (NIT)**

**Contract title: Procurement of 5 Nos. Professional Survey Grade UAV/Drone in Micro Category for Large Scale Mapping under SVAMITVA Scheme**

**OTE NO: S- 1761/15-C-Inst Dated 28/08/2020**

1. Survey of India (SOI), intends to purchase 5 Nos. Professional Survey Grade UAV/Drone in Micro Category for Large Scale Mapping of village inhabited area under SVAMITVA Scheme

2. Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong on behalf of Surveyor General of India now invites electronic Bids from eligible Bidders for procurement of 5(Five) Nos. of ‘**Professional Survey Grade UAV/Drone in Micro Category**’ for Large Scale Mapping of village inhabited area under SVAMITVA Scheme.

3. Brief Description of Goods and details of Procurement are furnished below:

S.No.	Brief Description of Goods	Buyer	Consignee	Quantity	Bid Security (in INR)
1	Professional Survey Grade UAV/Drone in Micro Category for Large Scale Mapping under SVAMITVA Scheme (As per Technical Specification at Section VII)	Director Megh & Ar. Pradesh GDC, Survey of India.	Please refer in <u>Section – VI</u> List of Requirements	5	INR 1Lakhs
<b>TOTAL</b>				<b>5</b>	<b>INR 1 lakhs</b>

4. Bidders shall Bid for the total quantity (5 nos.) mentioned above. Bid for part of total quantity shall not be accepted.

5. Bidding will be conducted through Open Tender Enquiry for Goods in accordance with Manual for Procurement of Goods-2017 and GFR-2017 issued by Ministry of Finance, Government of India, and is open to all eligible Bidders as defined in the Bid Document. **Bidders are advised to note the clauses on eligibility (Clause 5/ Section II and minimum qualification criteria (Clause 17/Section II)) of General Instructions to Bidders (GIB).**

6. For participation in the Bid, it is mandatory for the Bidder to obtain Class-III Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities (CA) and then register with the Government of India e-procurement platform and submit the Bid by using their user e-tender ID and Digital Signature. Bidders already possessing the Digital Signature issued from authorized CAs can use the same in this Bid submission. Please also refer to <https://eprocure.gov.in/eprocure/app> for detailed information regarding obtaining digital signatures.

7. The bid document is available online and bids are to be submitted online through the e-procurement portal <https://eprocure.gov.in/eprocure/app> only. Bids submitted in any other manner will not be accepted. Bidders are required to obtain Digital signature from designated firms (available on e-proc. Portal and then register with the Government of India e-procurement platform and submit bids by using

their user ID and Digital Signature.). The bidder would be responsible for ensuring that any addenda available on the website is also downloaded and incorporated.

8. Bid security of the amount specified in the bidding document, drawn in favour of **Establishment and Account Officer, Megh & Ar. Pradesh GDC, Survey of India, Malki, Shillong** must be submitted as per the procedure described in paragraph 9 below. The Bid security will have to be in any one of the forms as specified in the bidding document and shall have to be valid for 45 days beyond the validity of the bid. Bids must be submitted online on <https://eprocure.gov.in/eprocure/app> (website) on or before the date and time for receipt of bids, and the 'Technical Part' of bids will be opened online on the specified time and date for opening of bids, as given above. The "Financial Part" shall remain unopened in the e-procurement system until the second public Bid opening for the financial part. Any bid or modifications to bid (including discount) received outside e-procurement system will not be considered. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time. The electronic bidding system would not allow any late submission of bids.

9. The bidders are required to submit (a) original bid security in approved form; and (b) original affidavit regarding 'correctness of information furnished with bid document' to the office of Director, Megh & Ar. Pradesh GDC, Survey of India, Malki, Shillong (Meghalaya)-793 001, before the date and time opening of the technical part of the Bid, either by registered post/speed post/courier or by hand, failing which the bids will be declared non-responsive and will not be opened.

10. Bidders designated representatives are invited to attend a **pre-bid meeting**. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage. A Pre-Bid meeting will take place at the following date, time and at the address below:

Date : 07/09/2020 (11:00 Hours)

Address : Conference Hall,  
Megh & Ar. Pradesh GDC, Survey of India  
Malki, Shillong  
Meghalaya-793 001.

11. Bids must be uploaded on <https://eprocure.gov.in/eprocure/app> on or **before 10:00 Hours (Server Time) of 21/09/2020**. Bids will be opened in the presence of the bidders' representatives, who choose to attend in person, at the above address **at 11:00 Hours (Server Time) of 22/09/2020**.

12. Other details can be seen in the bidding documents. The Purchaser shall not be held liable for any delays due to system failure beyond its control. Even though the system will attempt to notify the bidders of any bid updates, the Purchaser shall not be liable for any information not received by the bidder. It is the bidders' responsibility to verify the website for the latest information related to this bid.

Seal of Office & Address : Director, Meghalaya & Ar. Pradesh GDC,  
Survey of India, Malki  
Shillong, Meghalaya – 793 001.  
Tele: +91-364-2223320  
Fax: +91-364-2223170  
Email – [megh.gdc soi@gov.in](mailto:megh.gdc soi@gov.in)

**CRITICAL DATE SHEET& VENUE**

Published Date & Time	31/08/2020 at 16:00 Hrs (Server Time).
Bid Document Download/Sale Start Date	31/08/2020at 16:00 Hrs (Server Time).
Pre Bid Meeting	07/09/2020at 11:00Hrs
Bid Submission Start Date & Time	14/09/2020 at 10:00Hrs (Server Time).
Bid Submission Closing Date & Time	21/09/2020 at10:00Hrs (Server Time).
Bid (Technical Part) Opening Date & Time	22/09/2020 at 11:00 Hrs (Server Time).
Field Trial Date & Place	During the Period 24/09/2020 to 27/09/2020 & Survey of India, Malki, Shillong
Financial Bid Opening	Will be Notified to Technically Responsive bidders.
Pre Bid Meeting & Bid Opening Venue	Director, Megh & Ar. Pradesh GDC, Survey of India, Malki Shillong, Meghalaya -793 001.

## Instructions

1. Bids shall be submitted online only at CPPP website : <https://eprocure.gov.in/eprocure/app>
2. The Bidder shall download the Tender Enquiry Document directly from the websites <https://eprocure.gov.in/eprocure/app> and shall not tamper/modify it including downloaded Price Bid template in any manner. In case if the same is found to be tempered/modified in any manner, Tender/Bid will be summarily rejected and EMD would be forfeited.
3. The complete bidding process is online. Bidders should be possession of valid Digital Signature Certificate (DSC) of class III for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above.
4. Bidders are advised to follow the instructions provided in the “Instructions for Online Bid Submission” in Para No. 22 of GIB.
5. Bidders are advised to visit this website regularly to keep them updated, for any changes/modifications in the Tender Enquiry Document.
6. Intending bidders are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of bid, for any corrigendum.
7. The documents to be submitted in their bid may be scanned with 5 dpi with black and white option which helps in fast uploading.
8. The EMD/Bid Security shall be deposited through Bank Guarantee/FDR drawn in favour of the **Establishment and Account Officer, Megh & Ar. Pradesh GDC, Survey of India, Malki, Shillong**. The original Earnest Money/Bid Security must be delivered to the Office of the Director, Megh & Ar. Pradesh GDC, Survey of India, Malki, Shillong, Meghalaya -793 001 before date and time of bid opening (Technical Part)as mentioned in “Critical Date Sheet” failing which the bid shall be summarily rejected.

**SECTION - II**  
**GENERAL INSTRUCTIONS TO BIDDERS (GIB)**

**A. PREAMBLE**

**1. Definitions and Abbreviations**

1.1 The following definitions and abbreviations, which have been used in these documents, shall have the meanings as indicated below:

**1.2. Definitions:**

- (i) “Purchaser” means Surveyor General of India on whose behalf goods and services mentioned in the Tender Enquiry Document are to be purchased by Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Shillong.
- (ii) “Bid” means Quotation / Tender received from a Firm / Tenderer / Bidder.
- (iii) “Bidder” means Tenderer/ the Individual or Firm submitting Bids /Quotation / Tender
- (iv) “Supplier” means the individual or the firm supplying the goods and services as incorporated in the contract/purchase order.
- (v) “Goods” means all articles, material, commodity, livestock, furniture, fixtures, raw material, spares, instruments, machinery, equipment, vehicles, medicines, assemblies, sub-assemblies, accessories, intangible products like software, technology transfer, licenses, patents or other intellectual properties purchased or otherwise acquired for the use of Government but excludes books, publications, periodicals, etc. for a library. The term ‘goods’ also includes works and services which are incidental or consequential to the supply of such goods, such as, transportation, insurance, installation, commissioning, training and maintenance.
- (vi) “Services” means services allied and incidental to the supply of goods, such as transportation, installation, commissioning, provision of technical assistance, training, after sales service, maintenance service and other such obligations of the supplier covered under the contract.
- (vii) “Bid Security” (BS) means Earnest Money Deposit / monetary or financial guarantee to be furnished by a bidder along with its tender.
- (viii) “Contract” means the written agreement entered into between the purchaser and the supplier, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
- (ix) “Performance Security” means monetary or financial guarantee to be furnished by the successful bidder for due performance of the contract placed on it. Performance Security is also known as Security Deposit.
- (x) “Consignee” means offices of Survey of India, where the goods are required to be delivered as specified in the Contract.
- (xi) “Specification” also called Technical Specifications means the document/standard that prescribes the requirement with which goods or service has to conform.
- (xii) “Inspection” means activities such as measuring, examining, testing, gauging one or more characteristics of the product or service and comparing the same with the specified requirement mentioned in the contract to determine conformity.
- (xiii) “Day” means calendar day.



### 1.3 Definition for Public Procurement (Preference to Make in India) Order -2019 issued by DIPP, Ministry of Commerce and Industry.

- i) **‘Local Content’** the amount of value added in India which shall be the total value of the item procured(excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of total value. The minimum local content will be 50%.
- ii) **‘Local Supplier’** means a supplier or service provider whose product or service offered for procurement meets the minimum local content.
- iii) **‘Margin of Purchase Preference’** means the maximum extent to which the price quoted by a local supplier may be above L1 for the purpose of purchase preference. The margin of purchase will be 20%.
- iv) **‘Nodal Ministry’** means the Department Of Science and technology pursuant to this order in respect of particular item of good or services.

#### Abbreviations:

- (i) “OTE” means Open Tender Enquiry
- (ii) “NIT” means Notice Inviting Tenders.
- (iii) “GIB” means General Instructions to Bidders
- (iv) “SIB” means Special Instructions to Bidders
- (v) “GCC” means General Conditions of Contract
- (vi) “SCC” means Special Conditions of Contract
- (vii) “LC” means Letter of Credit
- (viii) “DP” means Delivery Period
- (ix) “BG” means Bank Guarantee
- (x) “GST” means Goods & Service Tax
- (xi) “CD” means Custom Duty
- (xii) “BL” means Bill of Lading
- (xiii) “FOB” means Free on Board
- (xiv) “CIF” means Cost, Insurance and Freight
- (xxv) “CIP (Destinations)” means Carriage and Insurance Paid up to named port of destination. Additionally, the Insurance (local transportation and storage) would be extended and borne by the Supplier from warehouse to the consignee site for a period including 3 months beyond date of delivery.
- (xxvi) “INCOTERMS” means International Commercial Terms 2010.
- (xxvii) “CAMC” means Comprehensive Annual Maintenance Contract (labor, spare and preventive maintenance)
- (xxviii) “BoQ” means Bill of Quantities
- (xxix) “FCA” means Free Carrier
- (xxx) “OEM” means Original Equipment Manufacturer

## 2. Introduction

- 2.1 The Purchaser has issued these Tender Documents for purchase of goods and related services as mentioned in Section – VI – “List of Requirements”, which also indicates, *interalia*, the required delivery schedule, terms and place of delivery.
- 2.2 This section (Section II - “General Instructions to Bidders”) provides the relevant information as well as instructions to assist the prospective bidders in preparation and submission of bids. It also includes the mode and procedure to be adopted by the purchaser for receipt and opening as well as scrutiny and evaluation of bids and subsequent placement of contract.
- 2.3 The bidder shall also read the Special Instructions to Bidders (SIB) related to this purchase, as contained in Section III of these documents and follow the same accordingly. Whenever

there is a conflict between the GIB and the SIB, the provisions contained in the SIB shall prevail over those in the GIB.

- 2.4 Before formulating the bid and submitting the same to the purchaser, the bidder should read and examine all the terms, conditions, instructions, etc. contained in the Tender Document. Failure to provide and/or comply with the required information, instructions etc. incorporated in these Tender Documents may result in rejection of its Bid.

### **3. Availability of Funds**

- 3.1 Expenditure to be incurred for the proposed purchase will be met from SVAMITVA Scheme.

### **4. Language of Bid**

- 4.1 The bid submitted by the bidder and all subsequent correspondence and documents relating to the bid exchanged between the bidder and the purchaser, shall be written in the English language. However, the language of any printed literature furnished by the bidder in connection with its bid may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the bid, the English translation shall prevail.

### **5. Eligible Bidders**

- 5.1 The bidder should be a Company registered under Indian Company Act, 1956/ under Indian Partnership Act 1932.
- 5.2 Bidders shall not be under Ban/Blacklisting/Debarment for corrupt and fraudulent practices or for lack in performance by any Government/Semi-Government entity, as stipulated in Clause 48 /Section II (GIB). All bidders should provide an UNDERTAKING to this effect in their ‘Tender Acceptance Form’ (Section IX), submitted as part of their Techno-Commercial (Un priced) Bid’.
- 5.3 Bidder should be Manufacturer/Integrator of the equipment to be supplied OR must be authorized Distributor/authorized Franchise /Subsidiary in India. In case the bidder offers to supply goods, which are manufactured by some other firm, the bidder shall submit bid-specific manufacturer’s authorization letter as stipulated in Section XIII in this document.

### **6. Eligible Goods and Services**

- 6.1 All goods and related services to be supplied under the contract shall have their origin in India or any other country with which India has not banned trade relations. The term “origin” used in this clause means the place where the goods are mined, grown, produced, or manufactured or from where the related services are arranged and supplied.

### **7. Bid Expense**

- 7.1 The bidder shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its bid including preparation, uploading of its bid and or arranging of Product/Services or inspection/Field trials that may be deemed necessary by the Purchaser and for subsequent processing the same. The purchaser will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the Tender process. The responsibility for obtaining all types of clearances for shall also rest with the bidder. Survey of India, will however act as facilitator.

## B. TENDER ENQUIRY DOCUMENT

### 8. Content of Tender Enquiry Document

8.1 In addition to Section I – “Notice Inviting Tender” (NIT), the Tender Enquiry Document includes:

1. Section II– General Instructions to Bidders (GIB)
- 666 2. Section III– Special Instructions to Bidders (SIB)
3. Section IV– General Conditions of Contract (GCC)
4. Section V– Special Conditions of Contract (SCC)
5. Section VI– List of Requirements
6. Section VII– Technical Specifications & General Points
7. Section VIII –Bidder Form/Qualification Criteria
8. Section IX– Tender Acceptance Form
9. Section X– Price Schedules (BoQs)
10. Section XI – List of Buyer and Consignee
11. Section XII– Bank Guarantee Form for Bid Security
12. Section XIII – Manufacturer’s Authorization Form
13. Section XIV – Bank Guarantee Form for Performance Security/CAMC Security
14. Section XV– Contract Forms
15. Section XVI – Performa of Consignee Receipt Certificate
16. Section XVII – Performa of Final Acceptance Certificate by the consignee

8.2 The relevant details of the required goods and services, the terms, conditions and procedure for Tender, bid evaluation, placement of contract, the applicable contract terms and, also, the standard formats to be used for this purpose are incorporated in the above-mentioned documents. The interested bidders are expected to examine all such details etc. to proceed further.

### 9. Corrigendum to Tender Enquiry Document

9.1 At any time prior to the deadline for submission of bids, the purchaser may, for any reason deemed fit by it, modify the Tender Enquiry Document by issuing suitable Corrigendum to it

9.2 Corrigendum will be notified through <https://eprocure.gov.in/eprocure/apponly>.

9.3 In order to provide reasonable time to the prospective bidders to take necessary action in preparing their bids as per the amendment, the purchaser may, at its discretion extend the deadline appropriately for the submission of bids and other allied time frames, which are linked with that deadline.

### 10. Clarification of Tender Enquiry Document

10.1 A bidder requiring any clarification or elucidation on any issue of the Tender Enquiry Document may take up the same with the purchaser through CPP Portal only. The purchaser will respond through CPP Portal to such request provided the same is uploaded within the time schedule mentioned in “Critical Date Sheet”.

## C. PREPARATION OF BIDS

### 11. Documents Comprising the Bid

11.1 The **Two Bid System**, i.e. “Techno–Commercial Bid” and “Price Bid” prepared by the bidder shall comprise the following:

#### A) Techno – Commercial Bid (Un-priced Bid)

- i) Certificate of Incorporation of the bidder regarding its constitution and legal status.
- ii) Scanned copy of “EMD/Bid Security” furnished in accordance with GIB clause 19.1. Alternatively, documentary evidence as per GIB clause 19.3 for claiming exemption from payment of EMD/Bid security.
- iii) Power of Attorney (PoA) of signatory of Bid. Authority of person signing the PoA should also be enclosed.
- iv) Scanned copy of documents at Section VII (Technical Specifications & Compliance/Deviation Statement)
- v) Scanned Copy of Proforma at Section VIII (A)(Qualification Information) duly filled up
- vi) Scanned Copy of Proforma at Section VIII (B) (Bidder Information)
- vii) Scanned Copy of Proforma at Section VIII (C) (Proforma for performance statement)
- viii) Latest certificate from the consignee/end user with cross-reference of order no. and date in support of satisfactory performance for supplies made during last three years
- ix) Scanned copy of Proforma at Section IX (Tender Acceptance Form)
- x) In case the Bidder is not Manufacturer
  - (a) Manufacturer’s Authorization Form, as provided in Section XIII, shall be submitted.
  - (b) Authorized Franchise/Distributor Certificate from the Manufacturer.
  - (c) Scanned copy of Power of Attorney in favour of signatory of Manufacturer’s Authorization Form
- xi) Scanned copy of “Technical Brochure/Catalogue of OEM of quoted equipment” detailing its technical parameters. Descriptive Documents, drawings, notes and references of operating and assembly of mechanical parts if applicable also to be included in support of specifications stipulated in bid document.
- xii) Financial reports for the last Three years (2017-18, 2018-19, 2019-20): balance sheets, profit and loss statements, auditors’ reports, etc. Company’s PAN/TAN, Income Tax Return (ITR) for last 3 financial years and ward/circle where it is being assessed
- xiii) Scanned Copy of GST Registration Certificate.
- xiv) Scanned Copy of Certificate of Registration issued by Department of MSME/DIPP for Bidders claiming & Scanned Copy of Affidavit as per format given at Section XVIII, as applicable, for bidders claiming Domestic Preference as per Clause 38/Section II(GIB).
- xv) Scanned copy of any other document, as necessary in terms of clauses 5 and 17 of GIB establishing that the bidder is eligible to submit the bid and, also, qualified to perform the contract if its bid is accepted to be uploaded.
- xvi) Any other documents required as per Tender.

**B) Price Bid:**

- 1) Price Schedule(s) as per BoQ format filled up with all the details to be uploaded – as described below:

**Schedule of price bid in the form of BoQ5DroneMGAPGDC.xls**

The below mentioned (Section X) price bid format is provided as BoQ5DroneMGAPGDC.xls along with this Tender Enquiry Document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ5DroneMGAPGDC.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and tenderer is liable to be banned from doing business with Survey of India.

11.2 The authorized signatory of the bidder must digitally sign the bid.

- i. In case of partnership firm he must have authority to quote & to refer to arbitration dispute concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney;
- ii. Constituted attorney of the firm if it is a company.

**Note:**

1. In case of (i) above, a copy of the partnership agreement duly registered with “Registrar of Firm’s” or general power of attorney, in either, case, attested by a Notary Public should be uploaded, or affidavit on stamped paper of all the partners admitting execution of the partnership agreement or the general power of attorney should be uploaded.
  2. The partnership agreement should not be older than three years.
  2. In case of the partnership firms, where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the bid and all other related documents must be signed by every partner of the firm and uploaded.
  3. Person digitally signing the Tender Acceptance Form or any documents forming part of the contract on behalf of another shall be deemed to warrantee that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the purchaser may, without prejudice to other civil and criminal remedies, liable for rejection of bid or cancel of contract and hold the signatory liable for all cost and damages.
- 11.3 A bid, which does not fulfill any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.

11.4 Bid sent by fax/email shall be ignored.

**12. Bid Currencies**

12.1 The Bidder shall quote in Indian Rupees only.

12.2 Bids, where prices are quoted in any other way shall be treated as non - responsive and rejected.

**13 Bid Prices**

13.1 The Bidder shall indicate on the Price Schedule provided in BoQ all the specified components of prices shown therein including the unit prices, applicable taxes and total bid prices of the goods and services it proposes to supply against the requirement. All the columns shown in the Price Schedule should be filled up as required.

13.2 If there is more than one schedule in the “List of Requirements”, the bidder has the option to submit its bid for any one or more schedules. However, while quoting for a schedule, the bidder shall quote for the complete requirement of goods and services as specified in that particular schedule.

- 13.3 The quoted prices for goods offered from within India and that for goods offered from abroad are to be indicated separately in the applicable Price Schedules in BoQ.
- 13.4 While filling up the columns of the Price Schedule, the following aspects should be noted for compliance:
- 13.4.1 The prices in the corresponding Price Schedule shall be entered separately in the following manner:
- a) The price of the goods quoted ex-factory/ ex-showroom/ ex-warehouse/ off-the-shelf, as applicable, including packing charges and GST and Custom Duty already paid or payable on the components and raw material used in the manufacture or assembly of the goods quoted ex-factory etc. or on the imported goods of foreign origin quoted ex-showroom etc.
  - b) Any taxes and duty, which will be payable on the goods in India if the contract is awarded;
  - c) Charges towards Inland Transportation, Insurance (local transportation and storage) would be borne by the Supplier from ware house to the consignee site for a period including 3 months beyond date of delivery, Loading/Unloading and other local costs incidental to delivery of the goods to their destination as specified in the List of Requirements and Price Schedule;
  - d) The price of Incidental Services (including installation & commissioning, supervision, and training), at the consignee site as mentioned in List of Requirements, Technical Specification and Price Schedule;
  - e) The prices of Turnkey Work (if any), as mentioned in List of Requirements, Technical Specification and Price Schedule.

### **13.5 Additional information and instruction on Taxes and Duties:**

#### **13.5.1 GST (Goods & Services Tax)**

If the bidder desires to ask for GST (goods and services tax) to be paid extra, the same must be specifically stated. In the absence of any such stipulation, the price will be taken inclusive of GST and no claim for the same will be entertained later.

#### **13.5.2 Custom Duty** The Purchaser will pay the Custom Duty wherever applicable.

- 13.6 For transportation of imported goods offered from abroad, relevant instructions as incorporated under GCC Clause 10 shall be followed.
- 13.7 For insurance of goods to be supplied, relevant instructions as provided under GCC Clause 11 shall be followed.
- 13.8 Unless otherwise specifically indicated in this Tender Enquiry Document, the terms FCA, FOB, CIF, CIP etc. for imported goods offered from abroad, shall be governed by the rules & regulations prescribed in the current edition of INCOTERMS - 2010, published by the International Chamber of Commerce, Paris
- 13.9 The need for indication of all such price components by the bidders, as required in this clause (viz., GIB clause 13) is for the purpose of comparison of the bids by the purchaser and will no way restrict the purchaser's right to award the contract on the selected bidder on any of the terms offered.

### **14. Indian Agent**

- 14.1 If a foreign bidder has engaged an agent in India in connection with its bid, the foreign bidder, in addition to indicating Indian agent's commission, if any, shall also furnish the following information:
- a) The complete name and address of the Indian Agent.
  - b) The details of the services to be rendered by the agent for the subject requirement.
  - c) Details of Service outlets in India, nearest to the consignee(s), to render services during Warranty period.

## 15. Firm Price

- 15.1 Unless otherwise specified in the SIB, prices quoted by the bidder shall remain firm and fixed during the currency of the contract and not subject to variation on any account.
- 15.2 However, as regards taxes and duties, if any, chargeable on the goods and payable, the conditions stipulated in GIB clause 13 will apply.

## 16. Alternative Models

- 16.1 Alternative Models are permitted. The Bidder can quote alternate models meeting the specifications of the Tender document of same manufacturer with single Bid Security.
- 16.2 If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same Advertised Tender Enquiry for the same item/product. In a bid, either the Indian Agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same models in the same Advertised Tender Enquiry.
- 16.3 One Principal/OEM cannot authorize two agents simultaneously for the same item against same Advertised Tender Enquiry.

## 17 Qualification Criteria

### 17.1(A) Technical Qualification

(i) The Drone/UAV offered should fully comply to Technical Specifications stipulated in Section VII. The Bidder shall furnish documentary evidence to demonstrate that the Goods it offers meet the requirements as given in section VII Specification. Bidder shall fill in the compliance/deviation statement before uploading the proforma at Section VII on CPP Portal.

- \*\* (ii) The bidder (manufacturer) should have supplied at least 1 (ONE) Professional Survey Grade Drone/UAV during the last three years, ending 31st March 2020 and must be performing satisfactorily. Also, for Manufacturers recognized as Startups by DIPP or Registered as MSME the aforementioned clause will not be applicable. Bidder shall provide latest certificate from the consignee/end user with cross-reference of order no. and date in support of satisfactory performance.

OR

- \*\* In case of **Local Bidders** for the purpose of ongoing Make in India preference, Local Bidders (manufacturers or principal of authorised representative) should have valid/approved '**Make in India**' agreement/ program and should meet all other criteria in experience and past performance as mentioned above, would also be considered to be qualified provided:

- (a) Their foreign "Make-in-India" associate meets all the criteria above without exemption.
- (b) The bidder submits appropriate documentary proof for a valid/Approved ongoing "make-in-India" agreement/Program.
- (c) The Bidder (manufacturer or principal of authorized representative) furnishes along with the bid a legally enforceable undertaking jointly executed by himself and such foreign manufacturer for satisfactory manufacture, Supply (and erection /commissioning if applicable) and performance of 'the product' offered including all warranty obligations as per the general and special conditions of this Tender Enquiry.

OR

- \*\* The parent company/ Original Equipment Manufacturer of which Indian bidder is authorized distributor/authorized franchise/subsidiary in India, should have supplied at least Professional Survey Grade 1(ONE) Drone/UAV during the last three years, ending

31st March 2020 and must be performing satisfactorily. Bidder shall provide latest certificate from the consignee/end user with cross-reference of order no. and date in support of satisfactory performance.

**(B)Financial capabilities**

- (i) The average annual financial turnover of 'The bidder' during the last three years, ending on 31<sup>st</sup> March 2020, should be at Rs. 50 Lakh or more as per the annual report /audited balance sheet and profit & loss account of the relevant period, duly authenticated by a Chartered Accountant/Cost Accountant in India or equivalent in relevant countries.
  - (ii) For Manufacturers recognized as Startups by DIPP the average annual financial turnover clause will not be applicable.
- 17.2 ISO Certification – The Company offering Professional Survey Grade UAV/Drone should be an ISO Certified Company with Certified Service Centers in India for after sale support. The bidder will submit the copy of the ISO certification along with the Technical Bid.
- 17.3 The Professional Survey Grade UAV/Drone supplied should be from well-known manufacturer & of recent model with proven reliability in the field. The Professional Survey Grade UAV/Drone supplied must have minimum life period of 5 years. The bidder is to give undertaking that availability of spares & services will be ensured in case the Professional Survey Grade UAV/Drone is obsolete in between the period.
- 17.4 No consortium or joint venture is permitted. An undertaking in this regard to be furnished by the firm.
- 18. Documents establishing good's Conformity to Tender Enquiry Document.**
- 18.1 The bidder shall upload in its bid the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the bid fully conform to the goods and services specified by the purchaser in the Tender Enquiry Document. For this purpose, the bidder shall also upload a clause-by-clause commentary on the technical specifications and other technical details incorporated by the purchaser in the Tender Enquiry Document to establish technical responsiveness of the goods and services offered in its bid.
- 18.2 In case there is any variation and/or deviation between the goods & services prescribed by the purchaser and that offered by the bidder, the bidder shall list out the same in a chart form without ambiguity and provide the same along with its bid.
- 18.3 If a bidder furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its bid will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
- 19. Bid Security (BS) /EMD**
- 19.1 Pursuant to GIB clauses 8.1 and 11.1 A (i) the bidder shall furnish along with its bid, Bid Security for amount as shown in the Notice Inviting Tenders (NIT). It is required to protect the purchaser against the risk of the bidder's unwarranted conduct as amplified under sub-clause 19.8 below.
- 19.2 The original Earnest Money/Bid Security must be delivered to address as given in NIT on or before last date and time of Bid submission (Technical part) as mentioned in "Critical Date Sheet" failing which the bid shall be summarily rejected. The scanned copy of original Bid Security/EMD may be uploaded along with the bid.
- 19.3 The bidders who are currently registered with MSME/NSIC for the specific goods as per Tender document specification, as defined in MSE Procurement Policy issued by the department of MSME or Startup as recognized by Department of Industrial Policy & Promotion (DIPP) shall be eligible for exemption from Bid Security. In case the bidder falls



in this category, the bidder shall upload relevant certificate of registration issued by department of MSME/DIPP.

**Exemption shall not be granted to firms/unit(s) engaging in ‘trading activities’ without value addition/packing/ branding.**

- 19.4 The Bid Security shall be denominated in Indian Rupees or equivalent currencies as per GIB clause 12. The Bid Security shall be furnished in one of the following forms:
- i) Fixed Deposit Receipt
  - ii) Bank Guarantee
- 19.5 In case of Bank Guarantee, the same is to be provided from any commercial bank in India or country of the bidder as per the format specified under Section XII in these documents.
- 19.6 The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the bid. As validity period of Bid as per Clause 20 of GIB is 90 days, the Bid Security shall be valid for 135 days from Techno – Commercial Bid opening date.
- 19.7 The Bid Security of unsuccessful bidders will be returned without any interest, after 30 days of date of opening financial bids, but not later than thirty days after award of contract. The Bid Security of successful bidder will be returned without any interest, after receipt of performance security from that bidder.
- 19.8 Bid Security is required to protect the purchaser’s right against the risk of the Bidder’s conduct, which would warrant the forfeiture of the Bid Security. Bid Security of a bidder will be forfeited, if the bidder withdraws or amends its bids or impairs or derogates from the bid in any respect within the period of validity of its bid or if it comes to the notice that the information/documents furnished in its bid is incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The Bid Security of the successful bidder will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.
- 19.9 In the case of Bank Guarantee furnished from banks outside India (i.e. foreign Banks), it should be authenticated and countersigned by any nationalized bank in India by way of back-to-back counter guarantee and the same should be submitted along with the bid.

## **20. Bid Validity**

- 20.1 If not mentioned otherwise in the SIB, the bid shall remain valid for acceptance for a period of 90 days (Ninety days) after the date of bid opening prescribed in the Tender Document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.
- 20.2 In exceptional cases, the bidder may be requested by the purchaser to extend the validity of their bids up to a specified period. Such request(s) and responses thereto shall be conveyed by mail/fax/email. The bidders, who agree to extend the bid validity, are to extend the same without any change or modification of their original bid and they are also to extend the validity period of the Bid Security accordingly. A bidder, who may not agree to extend its bid validity after the expiry of the original validity period, their bid will not be considered further and the Bid Security furnished by them shall be returned.
- 20.3 In case the day up to which the bids are to remain valid falls on/ subsequently declared a holiday or closed day for the purchaser, the bid validity shall automatically be extended up to the next working day.

## **21. Signing of Bid**

- 21.1 The bidders shall submit their online bids as per the instruction for online bid process contained in GIB Clause 22.

## **22. Instructions for Online Bid Submission:**

- 22.1** The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.  
More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

## **23. REGISTRATION ON CPP PORTAL:**

- 23.1** Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- 23.2** As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 23.3** Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 23.4** Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 23.5** Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 23.6** Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

## **24. SEARCHING FOR TENDER ENQUIRY DOCUMENT**

- 24.1** There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bid summary combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 24.1.1** Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective “My Tender” folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 24.1.2** The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

## **25. PREPARATION OF BIDS**

- 25.1** Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 25.2** Please go through the tender advertisement and the Tender Enquiry Document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 25.3** Bidder, in advance, should get ready the documents/BoQ to be uploaded as indicated in the Tender Enquiry Document and generally, they can be in PDF / XLS / RAR / DWF/JPG

formats. Scanned documents to be uploaded may be scanned with 5 dpi with black and white option which helps in reducing size of the scanned document and resulting in fast uploading. It is the responsibility of the bidder to ensure that uploaded scanned documents are legible.

- 25.4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents area” available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### **D. SUBMISSION OF BIDS**

##### **26. Submission of Bids**

- 26.1 Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 26.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Tender Enquiry document.
- 26.3 Bidder has to select the payment option as “offline” to pay the Bid Security/ EMD as applicable and enter details of the instrument.
- 26.4 Bidder should prepare the Bid Security/EMD as per the instructions specified in the Tender Enquiry Document. The original should be posted/couriered/given in person to the concerned official, latest by the date and time of opening of technical part of bid or as specified in the Tender Enquiry Document. Along with original Bid Security/EMD, written confirmation authorizing the signatory of the Bid to commit the Bidder as per GIB Clause 11.2 and original affidavit regarding correctness of information furnished with bid document, should also be sent in original to the concerned official latest by the date and time of opening of Technical part of bid. The details of the EMD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected. **These original documents should be submitted by bidder before the date and time fixed for opening of Bids, either by registered/speed post/courier or by hand on following address, failing which the Bid will be declared non-responsive, and will not be opened.**

**Office of Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong, Meghalaya-793 001.**

Purchaser will not be responsible for any postal delay.

- 26.5 Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the unprotected cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 26.6 The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
27. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage

encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers' public keys.

- i. The uploaded Tender/Bid shall become readable only after the tender opening by the authorized bid openers.
- ii. Upon the successful and timely submission of bids (ie. after Clicking Upon the “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- iii. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## **28. ASSISTANCE TO BIDDERS**

- 28.1** Any queries relating to the Tender Enquiry Document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the NIT.
- 28.2** Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk

## E. BID OPENING

### 29. Opening of Bids- Technical Part

The Purchaser shall publicly open Technical Parts of all bids received by the deadline, at the date, time and place **specified in the Critical Date Sheet**, in the presence of Bidder's designated representatives and anyone who chooses to attend, and this could also be viewed by the bidders online. The Financial Parts of the bids shall remain unopened in the e-procurement system, until the subsequent public opening, following the evaluation of the Technical Parts of the Bids. In all cases, original documents submitted as specified in GIB 26.4 shall be first scrutinized, and Bids that do not comply with the provisions of GIB 26.4 will be declared non-responsive and will not be opened. Thereafter, bidder's names, and such other details as the Purchaser may consider appropriate will be notified online as Technical Part bid opening summary.

The electronic summary of the bid opening will be generated and uploaded online. The Purchaser will also prepare minutes of the Bid opening, including the information disclosed and upload the same for viewing online. Only Technical Parts of Bids that are opened at Bid opening shall be considered further for evaluation.

## F. SCRUTINY AND EVALUATION OF BIDS

### 30. Basic Principle

30.1 Bids will be evaluated based on the terms & conditions already incorporated in the Tender Enquiry Document, based on which bids have been received and the terms, conditions etc. mentioned by the bidders in their bids. No new condition will be brought in while scrutinizing and evaluating the bids.

### 31. Scrutiny of Bids

31.1 The Purchaser will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required Bid Securities have been furnished, whether the documents have been properly signed stamped and whether the Bids are generally in order.

31.2 The Purchaser's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

31.3 The Bids will be scrutinized to determine whether they conform to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality of goods to be supplied or performance of associated Services; (b) which limits in any substantial way, inconsistent with the bidding documents, the Employer's rights or the Bidder's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids. The bids, which do not conform to above basic requirements, are liable to be treated as non-responsive and will be rejected.

31.4 The following are some of the important aspects, for which a bid shall be declared non-responsive during the evaluation and will be ignored;

- (i) Power of Attorney (PoA) of signatory & authority letter of person signing the PoA is not uploaded or not in order.
- (ii) Tender Form as per Section VII, VIII (A), VIII (B), VIII (C), IX (signed & stamped) not uploaded or the provisions stipulated in GCC, SCC of bid document have not been agreed to.
- (iii) Bid validity is shorter than the required period.
- (iv) Required Bid Security (Amount, validity etc.)/ Exemption documents have not been uploaded as per stipulated provisions.
- (v) Bidder has quoted for software for which copyright/patent rights are held by some other firm without the required Manufacturer's Authorization Form as per Section XIII.

- (vi) Bidder has not agreed to give the required Performance Security of required amount in an acceptable form in terms of GCC clause 5, read with modification, if any, in Section - V – “Special Conditions of Contract”, for due performance of the contract.
- (vii) Bidder has not agreed to other essential condition(s) specially incorporated in the Tender document like terms of payment, liquidated damages clause, warranty clause, dispute resolution mechanism, and applicable law.
- (viii) Bidders who stand de-registered/banned/blacklisted by any Central Govt. Ministries/Departments/Hospitals/Institutes.
- (ix) Bidder is not eligible as per Clauses 5, 6 of GIB.
- (x) Bidder has not agreed for the delivery terms and delivery schedule.

### **32. Minor Infirmary/Irregularity/Non-Conformity**

- 32.1 To assist in the examination, evaluation, comparison of the bids and post-qualification of the Bidders, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid, that is not in response to a request by the Purchaser shall not be considered. The Purchaser’s request for clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the Bid shall be sought, offered, or permitted. If during the evaluation, the purchaser finds any minor informality and/or irregularity and/or non-conformity in a bid, the purchaser will convey its observation on such “minor” issues, which has not price implication, to the bidders by registered/speed post/ e-mail/fax etc. asking the bidder to respond by a specified date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that bid will be liable to be ignored.

### **33. Detailed Technical Evaluation**

- 33.1 Only Techno-Commercial un priced bids, which are found substantially responsive shall be taken up for Detailed Technical Evaluation. Technical evaluation shall be carried out offline. Bidders, who comply to the Technical & Financial Specifications stipulated in Clause 17/Section II (GIB), shall stand technically qualified for consideration of their financial bids.
- 33.2 The compliance statement submitted by the bidder in Section VII & information/supporting documents provided by bidders at Section VIII (A), (C) shall be checked with the supporting brochures/catalogues/documents/screen-shots, Financial Reports etc. shall be checked for compliance during Detailed Technical Examination.
- 33.3 **Equipment Testing:** Field testing of the UAV/Drone shall be carried by purchaser’s inspector Designated site in Shillong, Meghalaya during the period 24-09-2020 to 27-09-2020. The designated site for the field testing will be intimated to technically responsive bidders through CPP portal or by registered Email of bidders. The bidder will bring One **Professional Survey Grade UAV/Drone** of particular Make and Model with all accessories, which has been quoted by the bidder for field testing. No request for further extension of field trials as mentioned above will be entertained. During field trials/ inspection, the supplier shall demonstrate by field trial/run/processing all the features/functionalities stated as ‘complied’ by the supplier in Proforma at Section VII of his technical bid to the purchaser’s inspector.
- 33.3 List of firms found to be responsive and technically qualified and such other details that the Employer may consider appropriate shall be published as part of Technical Bid Evaluaton Report summary on the e-Procurement System. The date and time and venue of public opening of Financial Bid shall be notified on the e-procurement System and also communicated to bidders, found successful after Technical evaluation, by e-mail.

### **34 Opening of Financial Bid**

- 34.1 Financial Bid of only those bidders, found successful after Technical Evaluation, shall be opened.

- 34.2 The Financial Part of the Bid shall be opened publicly in the presence of authorized representatives of Bidders, successful after Technical Evaluation, who may choose to attend the public opening of Financial Bid. The bidder's names, the Bid prices, the total amount of each bid and such other details as the Purchaser may consider appropriate will be read out at the time of bid opening.  
In the event of the specified date of bid opening being declared a holiday for the Purchaser, the bids will be opened at the appointed time and location on the next working day.
- 34.3 Electronic summary of the bid opening will be generated and uploaded online as part of Minutes of financial Bid Opening. The Purchaser will also prepare minutes of the Bid opening, including the information disclosed and upload the same for viewing online. Only Financial Part of Bids and discounts that are opened and read out at Bid opening shall be considered further for evaluation.
- 34.4 On further evaluation if it is found that bidder has not quoted for the entire quantity as specified in the List of Requirements in the quoted schedule or bid is incomplete or has not been digitally signed by Authorized signatory of bidder then bid is liable to be treated as non-responsive and will be rejected.
- 35. Conversion of bid currencies to Indian Rupees**
- Prices shall be quoted in Indian Rupees only.
- 36. Comparison of Bids**
- 36.1. All bidders must quote the price for delivery at designated consignee address including all applicable taxes/ duties.
- 36.2 Professional Survey Grade UAV/Drone with OEM/other accessories will be considered as single lot irrespective of detail break-ups of various costs/taxes. L1 bidder will be decided based on the Grand Total Landed Cost at the Consignee's place
- 36.3 No extra cost should be included over and above the quoted price in the financial bid by the bidder after opening of tender/bid under any circumstances
- 37. Additional Factors and Parameters for Evaluation and Ranking of Responsive Bidders**  
NIL
- 38 Domestic Preference**
- 38.1 Purchase preference under 'DMEP' policy under notification no. F. No. 33(3)/2013-IPHW Dated 23.12.2013, and The Procurement Policy for Micro and Small Enterprises, 2012 to Domestic bidders and MSE's respectively will be provided to bidders registered under relevant rules.
- 38.2 The Bidding Process and Procurement is subject to the provisions of General Financial Rule 2017, Manual for Procurement of Goods published by Ministry of Finance, Department of Expenditure and related Guidelines issued by CVC and any other Government orders issued from time to time. Attention of interested Bidders is invited towards Rule 153(iii) of GFR 2017 and Government of India guidelines issued under this rule from time to time, wherein it is specified that:-The Central Government may, by notification, provide for mandatory procurement of any goods or services from any category of bidders, or provide for preference to bidders on the grounds of promotion of locally manufactured goods or locally provided services.
- 38.3 Bidder should be a Company registered under Indian Company Act, 1956/ under Indian Partnership Act 1932.
- 38.4 The Indian manufacturer/OEM should comply IRDA act, 1951 with amendments, the Factory Act, 1948 with amendments and MSME Act 2006 with amendments as applicable.

38.5 The Purchase preference shall be given to Local supplier in consonance with Public Procurement Order (Preference to Make-in- India), Order 2019 in Manner specified here under-

- i) Among all the qualified bids, the lowest bid will be termed as **L1**. If **L1** is a local supplier, the contract for full quantity will be awarded to **L1**.
- ii) If **L1** is not from local supplier, the lowest bidder among the local suppliers will be invited to match the **L1** price subject to local supplier's quoted price failing within margin of purchase preference, and the contract shall be awarded to such local supplier subject to matching the **L1** price.
- iii) In case such lowest eligible local supplier also to match the **L1** price, the local supplier with the next higher bid within the margin of purchase preference shall be invited to match the **L1** price and so on and contract shall be awarded accordingly. In case none of the local suppliers within the margin of preference matches the **L1** price, then the contract will be awarded to the **L1** Bidder.

#### 38.6 Verification of Local Content:-

- i) The Local Supplier/Bidder seeking the benefit under Purchase/ Price Preference, at the time of bidding, shall be required to provide self-certification that the item offered meets the minimum local content and shall give details of the location(s) at which the local value addition is made.
- ii) False declarations will be in breach of the Code of Integrity Rule 175(1)(i)(h) of General Finance Rule for which a bidder or its successor can be debarred for up to two years as per rule 151(iii) of the General Financial Rules along with such actions as may be permissible under law.
- iii) A supplier who has been debarred by any procuring entity for violation of Make-in-India order shall not be eligible for preference under this order for procurement by any other procuring entity for the duration of debarment.
- iv) Purchase also reserve right to give purchase / price preference to small scale Industries of India under MSME Act 2006.

#### 39. Contacting the Purchaser

39.1 From the time of submission of bid to the time of awarding the contract, if a bidder needs to contact the purchaser for any reason relating to NIT /Tender Enquiry Document and / or its bid, it should do so only through CPP portal / official Email Id of purchaser as given in tender document.

39.2 In case a bidder attempts to influence the purchaser in the purchaser's decision on scrutiny, comparison & evaluation of bids and awarding the contract, the bid of the bidder shall be liable for rejection in addition to appropriate administrative actions being taken against that bidder, as deemed fit by the purchaser.

### G. AWARD OF CONTRACT

#### 40. Purchaser's Right to accept any bid and to reject any or all bids.

40.1 The purchaser reserves the right to accept in part or in full any bid or reject any or more bid(s) without assigning any reason or to cancel the Tender process and reject all bids at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder(s).

#### 41. Award Criteria

41.1 Subject to GIB clause 38 & 40 above, the contract will be awarded to the lowest evaluated responsive, qualified bidder decided by the purchaser in terms of GIB Clause 31,33& 38.



**42. Variation of Quantities at the Time of Award/Currency of Contract**

42.1 At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to 25 (Twenty Five) per cent, the quantity of goods and services mentioned in the schedule (s) in the “List of Requirements” (rounded off to next whole number) without any change in the unit price and other terms & conditions quoted by the bidder.

**43. Notification of Award**

43.1 Before expiry of the bid validity period, the purchaser will notify the successful bidder (s) in writing, by registered / speed post or by fax/ email (to be confirmed by registered / speed post) that its bid for Goods & Services, which have been selected by the purchaser, has been accepted, also briefly indicating there in the essential details like description, specification and quantity of the goods & services and corresponding prices accepted. The successful bidder must furnish to the purchaser the required Performance Security within thirty days (30 days) from the date of dispatch of this notification, failing which the Bid Security will be forfeited and the award will be cancelled. Relevant details about the Performance Security have been provided in clause 5 of GCC under Section IV.

43.2 The Notification of Award shall constitute the conclusion of the tendering process.

43.3 The condition of contract, which will govern any contract made or entered into as a result of this tender process, shall be as per the following guidelines-

- i) (General Financial Rule)GFR-2017
- ii) Manual for Procurement of Goods-2017
- iii) Public Procurement (preference to make in India), Order 2019
- iv) Any General and special conditions attached to this invitation to tender will also form part of the conditions.

**44. Issue of Contract**

44.1 Promptly after notification of award, the Purchaser will mail the contract form (as per Section XV) duly completed and signed, in duplicate, to the successful bidder by registered / speed post.

44.2 Within twenty-one days from the date of the notification of award, the successful bidder shall return the original copy of the contract, duly signed and dated, to the Purchaser/ by registered / speed post/courier.

44.3 The Purchaser reserves the right to issue the Notification of Award consignee wise. Bidder has to submit performance security, in accordance with GCC 5, for each Notification of award to the officer nominated in Notification of award by purchaser and accordingly bidder has to sign separate contracts, in accordance with GIB 44.2, for each Notification of award with the officer nominated by purchaser

**45. Non-receipt of Performance Security and Contract by the Purchaser**

45.1 Failure of the successful bidder in providing Performance Security and / or returning contract copy duly signed in terms of GIB clauses 43 and 44 above shall make the bidder liable for forfeiture of its Bid Security and, also, for further actions by the Purchaser it as per the clause 24-Termination of default of GCC under Section IV.

**46. Return of Bid Security/EMD**

46.1 The Bid Security/EMD of the successful bidder and the unsuccessful bidder will be returned to them without any interest, whatsoever, in terms of Clause 19 of GIB.

**47. Publication of Bid Result**

- 47.1 The name and address of the successful bidder (s) receiving the contract(s) will be mentioned in the CPP Portal.

**H. CORRUPT OR FRADULENT PRACTICES**

**48. Corrupt or Fraudulent Practices**

- 48.1 It is required by all concerned namely the Bidder /Suppliers/ Purchaser/Consignee/End User etc. to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser: -

- (a) defines, for the purposes of this provision, the terms set forth below as follows:
  - (i) “corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
  - (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;
- (b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- (c) Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract by the purchaser if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

## SECTION – III

### SPECIAL INSTRUCTIONS TO BIDDERS(SIB)

The following Special Instructions to Bidders will apply for this purchase. These special instructions will modify/substitute/supplement the corresponding General Instructions to Bidders (GIB) incorporated in Section II. The corresponding GIB clause numbers have also been indicated in the text below:

In case of any conflict between the provision in the GIB and that in the SIB, the provision contained in the SIB shall prevail.

<b>Sl.</b>	<b>GIB Clause</b>	<b>Topic</b>	<b>SIB</b>
A	1 to 7	Preamble	No Change
B	8 to 10	Tender Enquiry Document	No Change
C	11 to 25	Preparation of Bids	No Change
D	26 to 28	Submission of Bids	No Change
E	29	Bid Opening	No Change
F	30 to 39	Scrutiny and Evaluation of Bids	No Change
G	40 to 47	Award of Contract	No Change
H	48	Corrupt or Fraudulent Practices	No Change

## SECTION - IV

### GENERAL CONDITIONS OF CONTRACT (GCC)

#### 1. **Application**

- 1.1 The General Conditions of Contract incorporated in this section shall be applicable for this purchase to the extent the same are not superseded by the Special Conditions of Contract prescribed under Section V, List of requirements under Section VI and Technical Specification under Section VII of this document.

#### 2. **Use of contract documents and information**

- 2.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of the purchaser in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this Tender Document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.
- 2.2 Further, the supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC sub-clause 2.1 above except for the sole purpose of performing this contract.
- 2.3 Except the contract issued to the supplier, each and every other document mentioned in GCC sub-clause 2.1 above shall remain the property of the purchaser and, if advised by the purchaser, all copies of all such documents shall be returned to the purchaser on completion of the supplier's performance and obligations under this contract.

#### 3. **Patent Rights**

- 3.1 The supplier shall, always, indemnify and keep indemnified the purchaser, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any intellectual property rights or any other right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against the purchaser, the purchaser shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to the purchaser.

#### 4. **Country of Origin**

- 4.1 All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.
- 4.2 The word "origin" incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.
- 4.3 The country of origin may be specified in the Price Schedule.

#### 5. **Performance Security**

- 5.1 Within Thirty (30) days from date of the issue of notification of award by the Purchaser, the supplier, shall furnish Performance Security to the Purchaser for an amount equal to ten percent (10%) of the total value of the contract, valid up to ninety (90) days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.

- 5.2 The Performance security shall be denominated in Indian Rupees or in the currency of the contract as detailed below:

It shall be in any one of the forms namely Fixed Deposit Receipt drawn from any Scheduled bank in India or Bank Guarantee issued by a Scheduled bank in India, in the prescribed form as provided in Section XIV of this document in favour of the Purchaser. The validity of the Fixed Deposit Receipt or Bank Guarantee will be for a period up to ninety (90) days beyond Warranty Period.

- 5.4 In the event of any amendment issued to the contract, the supplier shall, within fifteen (15) days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.

## 6. **Technical Specifications and General Points**

- 6.1 The Goods & Services to be provided by the supplier under this contract shall conform “Technical Specification” under Sections VII of this document.

## 7. **Packing and Marking**

- 7.1 The packing for the goods to be provided by the supplier should be strong and durable enough to withstand, without limitation, the entire journey during transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. As and if necessary, the size, weights and volumes of the packing cases shall also take into consideration, the remoteness of the final destination of the goods and availability or otherwise of transport and handling facilities at all points during transit up to final destination as per the contract.

- 7.2 The quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall strictly comply with the requirements as provided in Technical Specifications under Sections VII and in SCC under Section V. In case the packing requirements are amended due to issue of any amendment to the contract, the same shall also be taken care of by the supplier accordingly.

- 7.3 Packing instructions:

Unless otherwise mentioned in the Technical Specification under Sections VII and in SCC under Section V, the supplier shall make separate packages for each consignee (in case there is more than one consignee mentioned in the contract) and mark each package on three sides with the following with indelible paint of proper quality:

- a. Contract number and date
- b. Brief description of goods including quantity
- c. Packing list reference number
- d. Country of origin of goods
- e. Consignee’s name and full address and
- f. Supplier’s name and address

## 8. **Installation, Testing and Commissioning**

- 8.1 The bidder will arrange Installation, testing and Commissioning of **Professional Survey Grade UAV/Drone**, quoted in Bid, at the consignees address (locations mentioned at section XI of OTE), free of cost, either directly or through authorized Agents / Dealers / Distributors, as the case may be, to verify whether the **delivered equipment meets the** Technical requirement / criteria as indicated in the technical specifications. The supplier shall demonstrate by field trial/run/processing all the features/functionality stated as

- 'complied' by the supplier in Proforma at Section VII of his technical bid – to the inspector at Consignee's site.
- 8.2 If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, the purchaser's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to the purchaser and re-submit the same to the purchaser's inspector for conducting the inspections and tests again.
- 8.3 If the supplier tenders the goods to the purchaser's inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to the purchaser under the terms & conditions of the contract.
- 8.4 The purchaser's contractual right to inspect, test and, if necessary, reject the goods after the goods arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by purchaser's inspector during pre-dispatch inspection/field trials mentioned above.
- “On rejection, the supplier shall remove such stores within 14 days of the date of intimation of such rejection from the consignee's premises. If such goods are not removed by the supplier within the period mentioned above, the purchaser/consignee may remove the rejected stores and either return the same to the supplier at his risk and cost by such mode of transport as purchaser/consignee may decide or dispose of such goods at the suppliers risk to recover any expense incurred in connection with such disposals and also the cost of the rejected stores if already paid for.”
- 8.5 Goods accepted by the purchaser/consignee and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute purchaser's/consignee's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GCC Clause 15.
- 8.6 If the results of Inspection & Testing are found satisfactory and the training stipulated in bid document has also been carried out satisfactorily, 'Acceptance Certificate by Purchaser's representative' shall be issued by the Purchase/Purchaser's Inspector at the consignee site. (Section XVII)

9. **Terms of Delivery**

- 9.1 Goods shall be delivered by the supplier in accordance with the terms of delivery and as per the delivery period specified in the schedule of requirement. Please note that the time shall be the essence of the contract.
- 9.2 The successful bidder will be required to supply goods/services against the separate supply orders to various consignees as per details mentioned at section XI of OTE.

10. **Transportation of Goods**

- 10.1 Instructions for transportation of goods offered:

The supplier shall not arrange shipment/part-shipment of goods to various consignees, without the obtaining express 'Approval' for doing so during Inspection- as mentioned in clause 8/GCC. The Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements.

## 11. Insurance

11.1 Unless otherwise instructed in the SCC, the supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner:

i) In case of supply of domestic goods up to Consignee site, the supplier shall be responsible till the entire goods contracted for arrival in good condition at destination. The transit risk in this respect shall be covered by the supplier by getting the stores duly insured for an amount equal to 110% of the value of the goods from warehouse to warehouse (consignee site) on all risk basis. **The insurance cover is required till successful supply of goods up to consignee site/destination only.**

ii) In case so supply of the imported goods on CIP (named port of Destination Basis), the additional extended Insurance (local transportation and storage) would be borne by the Supplier from the port of entry to the consignee site/destination for an amount equal to 110% of the overall expenditure to be incurred by the purchaser from warehouse to warehouse (consignee site) on all risk basis.

If the equipment is not commissioned and handed over to the consignee within 3 months, the insurance will have to be extended by the supplier at their cost till the successful installation, testing, commissioning and handing over of the goods to the consignee. In case the delay in the installation and extension of the insurance will be done by the supplier.

## 12. Spare parts

12.1 If specified in the List of Requirements and in the resultant contract, the supplier shall supply/provide any or all of the following materials, information etc. pertaining to spare parts manufactured and/or supplied by the supplier:

a) The spare parts as selected by the Purchaser/End User to be purchased from the supplier, subject to the condition that such purchase of the spare parts shall not relieve the supplier of any contractual obligation including warranty obligations; and

b) In case the production of the spare parts is discontinued:

i) Sufficient advance notice to the Purchaser/End User before such discontinuation to provide adequate time to the purchaser to purchase the required spare parts etc., and

ii) Immediately following such discontinuation, providing the Purchaser/End User, free of cost, the designs, drawings, layouts and specifications of the spare parts, as and if requested by the Purchaser/End User.

iii) Purchaser has the right to chose and picks allied accessories for UAV/Drone base system from successful Bidder from the list of Spare parts and Allied accessories provided along with the bid.

12.2 Supplier shall carry sufficient inventories to assure ex-stock supply of consumables and spares for the goods so that the same are used during warranty period.

### **13. Incidental Services**

- 13.1 Subject to the stipulation, if any, in the SCC (Section – V), List of Requirements (Section – VI) and the Technical Specification (Section – VII), the supplier shall be required to perform the following services:
- i) Installation & Commissioning
  - ii) Training of SOI officers/staff
  - iii) Supplying required number of operation & maintenance manual for the goods.

### **14. Distribution of Dispatch Documents for Clearance/Receipt of Goods**

The supplier shall send all the relevant dispatch documents well in time to enable the purchaser clear or receive (as the case may be) the goods in terms of the contract. Unless otherwise specified in the SCC, the usual documents involved and the drill to be followed in general for this purpose are as follows:

Within 24 hours of dispatch, the supplier shall notify the concerned Consignee, Clearing Agent and others concerned the complete details of dispatch and also supply following documents by air mail / courier etc. with intimation by e-mail:

- a) Commercial Supplier's Invoice giving full details of the goods including quantity, value, etc.;
- b) Packing list;
- c) Certificate of country of origin;
- d) Bill of Lading/Airway Bill;
- e) Insurance Certificate; (if applicable)
- f) Manufacturer's guarantee and Inspection certificate; (if applicable)
- g) Inspection certificate issued by the Purchaser's Inspector; (if applicable)
- h) Any other document(s) as and if required in terms of the contract.

### **15. Warranty**

- 15.1 The supplier warrants comprehensively that the goods supplied under the contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by the purchaser in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials (except when the design adopted and / or the material used are as per the Purchaser's/Consignee's specifications) or workmanship or from any act or omission of the supplier, that may develop under normal use of the supplied goods under the conditions prevailing in India.
- 15.2 The warranty shall include all spares, labour and preventive maintenance from the date of completion of the satisfactory installation and acceptance till warranty period.
- 15.3 Deleted
- 15.4 Warranty will be inclusive of all accessories and turnkey work including all product specifications as give in Section-VII.
- 15.5 In case of any claim arising out of this warranty period the Purchaser/Consignee shall promptly notify the same in writing to the supplier. The period of the warranty will be as



per G.C.C clause number 15.2 unless revised in SCC in Section V of Tender Enquiry Document.

- 15.6 Technical support should be provided within 48 hours at consignee locations after registering the complaint on telephone/e-mail. Telephone No. and email addresses of the service centre on 24 hours x 7 (days) for 365 of year basis will be furnished by the bidder for logging the complaints. Upon receipt of such notice, the supplier shall, within 7 calendar days, respond to act to repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/goods after providing their replacements and no claim, whatsoever shall lie on the purchaser for such replaced parts/goods thereafter. The penalty clause for non-rectification within 7 calendar days will be applicable as per conditions laid down in clause 15.13.
- 15.7 In the event of any rectification of a defect or replacement of any defective goods during the warranty period, the warranty for the rectified/replaced goods shall be up to the completion of the original warranty period of the main equipment.
- 15.8 If the supplier, having been notified, fails to respond to take action to repair or replace the defect(s) within 7 Calendar days, the purchaser may proceed to take such remedial action(s) as deemed fit by the purchaser, at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which the purchaser may have against the supplier.
- 15.9 During Warranty period, the supplier is required to visit at each consignee's site at least once in 6 months commencing from the date of the installation for preventive maintenance of the goods.
- 15.10 The Purchaser/Consignee reserve the rights to enter into Comprehensive Annual Maintenance Contract between the Purchaser and the Supplier for the period as mentioned in Section VII, Technical Specifications after the completion of warranty period.
- 15.11 The supplier along with its Manufacturer, Indian Agent and the After-sale service provider shall ensure continued supply of the spare parts for the machines and equipments supplied by them to the purchaser for **5 years** from the date of installation and handing over.
- 15.12 The Supplier along with its Manufacturer Indian Agent and the After-sale service shall always accord most favored client status to the Purchaser vis-à-vis its other Clients/Purchasers of its equipments/machines/goods etc. and shall always give the most competitive price for its machines/equipments supplied to the Purchaser/Consignee.
- 15.13 During the Warranty period, desired Uptime of 95% of 365/366 (Leap Year) days (24 Hrs.), if downtime more than 5%, the warranty period will be extended by double the downtime period. Complaints should be attended properly, maximum within 7 calendar days.
- 15.14 Warranty shall be in name of Survey of India.

## **16. Assignment**

- 16.1 The Supplier shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with the Purchaser's prior written permission.

## **17. Sub Contracts**

- 17.1 The Supplier shall notify the Purchaser in writing of all sub contracts awarded under the contract, if not already specified in its bid. Such notification, in its original bid or later,

shall not relieve the Supplier from any of its liability or obligation under the terms and conditions of the contract.

17.2 Sub contract shall be only for bought out items and sub-assemblies.

17.3 Sub contracts shall also comply with the provisions of GCC Clause 4 (“Country of Origin”).

## **18. Modification of Contract**

18.1 If necessary, the purchaser may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract in any one or more of the following:

- a) Specifications, drawings, designs etc. where goods to be supplied under the contract are to be specially manufactured for the purchaser,
- b) Mode of packing,
- c) Incidental services to be provided by the supplier
- d) Mode of dispatch,
- e) Place of delivery, and
- f) Any other area(s) of the contract, as felt necessary by the purchaser depending on the merits of the case.

18.2 In the event of any such modification/alteration causing increase or decrease in the cost of goods and services to be supplied and provided, or in the time required by the supplier to perform any obligation under the contract, an equitable adjustment shall be made in the contract price and/or contract delivery schedule, as the case may be, and the contract amended accordingly. If the supplier doesn't agree to the adjustment made by the Purchaser, the supplier shall convey its views to the Purchaser within twenty-one days from the date of the supplier's receipt of the Purchaser's amendment / modification of the contract.

## **19. Prices**

19.1 Prices to be charged by the supplier for supply of goods and provision of services in terms of the contract shall not vary from the corresponding prices quoted by the supplier in its bid and incorporated in the contract except for any price adjustment authorized in the SCC.

## **20. Taxes and Duties**

20.1 Supplier shall be entirely responsible for GST & any other taxes/duties incurred until delivery of the contracted goods to the purchaser.

20.2 Further instruction, if any, shall be as provided in the SCC.

## **21. Terms and Mode of Payment**

### **21.1 Payment Terms**

Payment shall be made through electronic transfer in NEFT/RTGS subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner:

21.1.1. The Contract Price as specified in the Contract Agreement shall be paid as under.

(i) On Delivery, installation and acceptance: Ninety (90) % of the total cost of UAV/Drone including GST amount charged in Invoice shall be paid within thirty (30) days on delivery of Professional Survey Grade UAV/Drones) against acceptance report from purchaser or another form acceptable to the Purchaser.

(ii) On successful completion of training: Ten (10) % of the total cost of UAV/Drone including GST amount charged in Invoice shall be paid within thirty (30) days on

successful completion of training in Professional Survey Grade UAV/Drones against acceptance report from purchaser or another form acceptable to the Purchaser.

(iii) GST amount will be paid against valid Invoice and submission of GST Registration Certificate along with declaration that GST Registration is valid and all liabilities towards GST have been discharged by the vendor.

- 21.1.2. The Supplier's request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services performed, and by the and by the dispatch documents, packing list, Manufacturer's/Supplier's warranty certificate, and upon fulfillment of all other obligations stipulated in the Contract.
- 21.1.3. Payments shall be made promptly by the Purchaser, but in no case later than thirty (30) days after submission of an invoice or request for payment by the Supplier, and after the Purchaser has accepted it.
- 21.1.4. The payments shall be made in Indian Rupees to the Supplier under this Contract.

## **22. Delivery**

- 22.1 The supplier shall deliver the goods and perform the services under the contract within the time schedule specified by the Purchaser in the List of Requirements and as incorporated in the contract. The time for and the date of delivery of the goods stipulated in the schedule shall be deemed to be of the essence of the contract and the delivery must be completed not later than the date (s) as specified in the contract.
- 22.2 Subject to the provision under GCC clause 26, any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions:
  - (i) Imposition of liquidated damages,
  - (ii) Forfeiture of its Performance Security and
  - (iii) Termination of the Contract for default.
- 22.3 If at any time during the currency of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform the Purchaser in writing about the same and its likely duration and make a request to the Purchaser for extension of the delivery schedule accordingly. On receiving the supplier's communication, the Purchaser shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.
- 22.4 When the period of delivery is extended due to unexcused delay by the supplier, the amendment letter extending the delivery period shall, inter alia contain the following conditions:
  - (a) The Purchaser shall recover from the supplier, under the provisions of the clause 23 of the General Conditions of Contract, Liquidated Damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract.
  - (b) That no increase in price on account of any ground, whatsoever, including any stipulation in the contract for increase in price on any other ground and, also including statutory increase in or fresh imposition of GST levied in respect of the goods and services specified in the contract, which takes place after the date of delivery stipulated in the contract shall be admissible on such of the said goods and services as are delivered and performed after the date of the delivery stipulated in the contract.

- (c) But nevertheless, the Purchaser shall be entitled to the benefit of any decrease in price on account of reduction in or remission of Custom Duty and GST which takes place after the expiry of the date of delivery stipulated in the contract.

22.5 The supplier shall not dispatch the goods after expiry of the delivery period. The supplier is required to apply to the Purchaser for extension of delivery period and obtain the same before dispatch. In case the supplier dispatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against the purchaser.

## **22.6 Passing of Property**

22.6.1 The property in the goods shall not pass to the purchaser unless and until the goods have been delivered to the consignee in accordance with the contract.

22.6.2 Where there is a contract for sale of specific goods and the supplier is bound to do something to the goods for the purpose of putting them into a deliverable state the property does not pass until such thing is done.

22.6.3 Unless otherwise agreed, the goods remain at the supplier's risk until the property therein is transferred to the purchaser.

## **23. Liquidated Damages**

23.1 Subject to GCC clause 26, if the supplier fails to deliver or install /commission any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, the Purchaser shall, without prejudice to other rights and remedies available to the Purchaser under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% per week of delay or part thereof on delayed supply of goods, installation, commissioning and/or services until actual delivery or performance subject to a maximum of 10% of the contract price. Once the maximum is reached Purchaser may consider termination of the contract as per GCC 24.  
During the above-mentioned delayed period of supply and/or performance, the conditions incorporated under GCC sub-clause 22.5 above shall also apply.

## **24. Termination for Default**

24.1 The Purchaser without prejudice to any other contractual rights and remedies available to it the Purchaser, may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the Purchaser pursuant to GCC sub-clauses 22.3 and 22.4.

24.2 The Performance Security in such cases will be forfeited.

24.3 Unless otherwise instructed by the Purchaser, the supplier shall continue to perform the contract to the extent not terminated.

## **25. Termination for Insolvency**

25.1 If the supplier becomes bankrupt or otherwise insolvent, the purchaser reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the Purchaser.

## **26. Force Majeure**

- 26.1 Notwithstanding the provisions contained in GCC clauses 22, 23 and 24, the supplier shall not be liable for imposition of any such sanction so long the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- 26.2 For purposes of this clause, Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence, and which is not foreseeable and not brought about at the instance of the party claiming to be affected by such event and which has caused the non- performance or delay in performance. Such events may include, but are not restricted to, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, strikes excluding by its employees, lockouts excluding by its management and freight embargoes.
- 26.3 If a Force Majeure situation arises, the supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof within twenty-one days of occurrence of such event. Unless otherwise directed by the Purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 26.4 If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side.
- 26.5 In case due to a Force Majeure event the Purchaser is unable to fulfill its contractual commitment and responsibility, the Purchaser will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

## **27. Termination for Convenience**

- 27.1 The Purchaser reserves the right to terminate the contract, in whole or in part for its Purchaser's convenience, by serving written notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the Purchaser. The notice shall also indicate inter alia, the extent to which the supplier's performance under the contract is terminated, and the date with effect from which such termination will become effective.
- 27.2 The goods and services which are complete and ready in terms of the contract for delivery and performance within thirty days after the supplier's receipt of the notice of termination shall be accepted by the Purchaser following the contract terms, conditions and prices. For the remaining goods and services, the Purchaser may decide:
- a) To get any portion of the balance completed and delivered at the contract terms, conditions and prices; and / or
  - b) To cancel the remaining portion of the goods and services and compensate the supplier by paying an agreed amount for the cost incurred by the supplier towards the remaining portion of the goods and services.

## **28. Governing Language**

- 28.1 The contract shall be written in English language following the provision as contained in GIB clause 4. All correspondence and other documents pertaining to the contract, which the parties exchange, shall also be written accordingly in that language.

## **29. Notices**

- 29.1 Notice, if any, relating to the contract given by one party to the other, shall be sent in writing or by Facsimile/email and confirmed in writing. The procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.
- 29.2 The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

## **30. Resolution of Disputes**

- 30.1 If dispute or difference of any kind shall arise between the Purchaser/Consignee and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
- 30.2 If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, unless otherwise provided in the SCC, either the Purchaser/Consignee or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 2015 of India.
- 30.3 In the case of a dispute or difference arising between the Purchaser and a domestic Supplier relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitrator to be appointed by the Surveyor General of India. The award of the arbitrator shall be final and binding on the parties to the contract subject to the provision that the Arbitrator shall give reasoned award in case the value of claim in reference exceeds Rupees One lakhs (Rs. 1,00,000/-)
- 30.4 **Venue of Arbitration:** The venue of arbitration shall be the place from where the contract has been issued, i.e. Shillong, India.
- 30.5 **Jurisdiction of the court** will be from the place where the Tender Document has been issued, i.e., Shillong, India

## **31. Applicable Law**

The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.

## **32. Withholding and Lien in respect of sums claimed**

- 32.1 Whenever any claim for payment arises under the contract against the supplier the purchaser shall be entitled to withhold and also have a lien to retain such sum from the security deposit or sum of money arising out of under any other contract made by the supplier with the purchaser, pending finalization or adjudication of any such claim.
- 32.2 It is an agreed term of the contract that the sum of money so withheld or retained under the lien referred to above, by the purchaser, will be kept withheld or retained till the claim arising about of or under the contract is determined by the Arbitrator or by the competent court as the case may be and the supplier will have no claim for interest or damages whatsoever on any account in respect of such withholding or retention.

## **33. Fall Clause**

Fall clause is a price safety mechanism. The fall clause provides that if the contract holder reduces its price or sells or even offers to sell the contracted goods of identical

specification and terms & conditions to that of the contract, at a price lower than the contract price, to any person or organization during the currency of the Contract, the Contract price will be automatically reduced with effect from that date for all the subsequent supplies under the Contract and the contract amended accordingly.

## SECTION – V

### SPECIAL CONDITIONS OF CONTRACT (SCC)

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below.

These Special Conditions will modify/substitute/supplement the corresponding (GCC) clauses.

Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

#### **35. Termination for Corrupt Practices**

Add as Clause 35

If the Service Provider, in the judgment of the Employer has engaged in corrupt or fraudulent practices, as defined in Clause 48/Section II (GIB) in competing for or in executing the Contract the purchaser reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the Purchaser.



## SECTION – VI

### LIST OF REQUIREMENTS

**Part I:**

S.No.	Brief Description of Goods	Quantity (Nos)	Amount of Bid Security/EMD (in INR)	Warranty period	Consignee
1	UAV/Drone based System fitted with GNSS, IMU, Optical sensors with all requisite accessories and software (As per Technical Specification at Section VII)	5	INR 1Lakhs	2 Years or 500 landings whichever is earlier	As per Section IX
	<b>TOTAL</b>	<b>5</b>			

**Part II: Required Delivery Schedule:**

Not later than 60 days from date of Notification of Award to delivery at consignee site.

Training at Consignee Site for operation and upkeep of the equipment, shall be carried out within 30 days of delivery of goods at site.

**Part III: Scope of Incidental Services:**

Installation, Testing, Commissioning & Training.

**Part IV: Warranty**

Warranty period as per details mentioned in technical specification and as specified in Part I above. Warranty period will start from the date of acceptance.

- a) The firm should provide uptime guarantee of 95% during warranty period.
- b) During the Warranty period, desired Uptime of 95% of 365/366 (Leap Year) days (24 hrs), if downtime more than 5%, the warranty period will be extended by double the downtime period. Complaints should be attended properly, maximum within 7 calendar days.

**Part V: Required Terms of Delivery and Destination.**

Cost of Delivery (including transportation, insurance, taxes etc) to Consignee's Site(s) shall be included in the price quoted in BoQ

**Section – VII**

**TECHNICAL SPECIFICATION AND GENERAL POINTS**

**A. Technical specification of UAV/Drone:**

<b>Technical Specifications</b>			
Sl.No.	Name of the Item	Required Specification	Bidder's Offered Specifications / Compliance /Deviation Statement (to be filled up by BIDDER)
1.	UAV Type	Fixed Wing with VTOL / Multicopter	
2.	Mission	Surveying and Mapping/Professional Grade	
3.	Landing & Takeoff	Vertical Take Off and Landing (VTOL)	
4.	Maximum Takeoff weight (MTOW)	Less than 2 kg	
5.	Flight Height above Ground Level	At least 200 m AGL(Take off Altitude Maximum 2500 m AMSL)	
6.	Endurance or Max flight time	Minimum 40 minutes or more (maximum flight time is the time for mapping including takeoff and landing time of Drone/UAV.)	
7.	Sensor or Camera	One high resolution RGB camera with minimum resolution 15 MP or more	
8.	GNSS Grade	PPK/RTK Enabled onboard GNSS along with Base(Master) GNSS receiver capable to achieve accuracies stipulated in bid-document	
9.	Minimum coverage at 120 m (400 ft)	1.5 sq km and more with one battery and forward overlap of 80%and side overlap of 60%	
10.	wind resistance/air gush	8 m/s or more	
11.	Ground Sampling Distance (GSD)	5 cm or better	
12.	Absolute X,Y accuracy	<10cm(with 95% confidence interval i.e. that the 95% of the value should lie within two-sigma of the mean)	
13.	Absolute Z accuracy	< 20 cm(with 95% confidence interval i.e. that the 95% of the value should lie within two-sigma of the mean)	
14.	Battery Type	Rechargeable Li-Ion/Li-Po battery under 100Wh. International Standard Compliant	
15.	Emergency Recovery Mode	Ability to return back to launch pad or home position with landing accuracy of 1 mtr or better in case of communication failure, low battery/power etc	
16.	Onboard storage	Minimum 64 GB or more (Expandable)	

17.	Airframe life	Minimum 2 years or 500 landing (whichever is earlier) or if airframe life is less than 500 landings then airframe to be replaced for 500 landings.	
18.	Security	128 bit encryption	
19.	Installation, testing and commissioning of the equipment after carrying out the pilot project	To be carried out by the manufacturer's expert within 30 days after delivery	
20.	Flight planning & control software	A navigation software package that enables the user to plan and perform complex flight patterns for different surveying applications (Corridor and Area mapping) and should allow the combination of telemetry data with the recorded images/data. The software should feature the functions that enable to plan, fly and prepare the data for post processing for different applications. Package should include at least following features: <ul style="list-style-type: none"> <li>• Flight Plan editor &amp; monitoring</li> <li>• Flight book</li> </ul> Should permit use of 3D data for flight planning in hilly/rolling terrain. <ul style="list-style-type: none"> <li>•Real time tracking and live data preview</li> </ul>	
21.	Data Link	Communication data link complying with International standard and certification. Frequencies used should not interfere with other users allocated frequency spectrum	
22.	Communication distance between GCS and flying Drone/UAV	Upto VLOS as per CAR guidelines	
23.	Operational Temperature	0 to +50°C	
24.	Standard Accessories	Rugged Transport box with foam, 1 complete set of Battery, Dual battery charger	
25.	Training	05 days to 05 nos. of trainees at consignee site after delivery and Commissioning.	
26	The equipment shall also be equipped with the following serviceable components/ equipment which will be compliant to latest DGCA CAR policy on DRONE/UAV	i. GNSS for horizontal and vertical position fixing	
		ii. Autonomous Flight Termination System or Return Home (RH) option	
		iii. Flashing anti-collision strobe lights	
		iv. RFID and GSM SIM Card/ NPNT compliant for APP based real time tracking	
		v. Fire resistant identification plate inscribed with UIN	
		vi. Flight controller with flight data logging capability	
		vii Geo-fencing capability	

		viii Barometric equipment with capability for remote sub-scale setting	
		ix Detect and Avoid capability	
27	Warranty	2 Years or 500 landings whichever is earlier	

**Note:**

- (i) The responsibility of obtaining Equipment Type Approval from Department of Telecommunication, DGCA clearance for import, DGFT license for import, security clearance or any other clearance shall rest with supplier. Survey of India shall act only as facilitator.
- (ii) The supplier should submit all the requisite documents of offered Model of Drone/UAV as mentioned in Chapter 2 of DGCA RPAS Guidance Manual First Edition to enable Survey of India to obtain UIN for these Drones/UAV immediately after supply.
- (iii) Professional Survey Grade UAV/Drone shall meet all the guidelines /requirements as specified in Director General Civil Aviation F.No. 05-13/2014-AED Vol. IV dated 27 August 2018 effective from 01/12/2018 and DGCA RPAS Guidance Manual First Edition 2018 with Revision-1 dated 03rd June 2019. The Professional Survey Grade UAV/Drone supplied by the bidder shall be capable of meeting the changes in terms of NPNT compliance, UIN etc made in DGCA guidelines in future. An undertaking in this regard is to be furnished by the bidder.
- (iv) The bidders who are intended to import the Professional Survey Grade UAV/Drone will strictly comply/ follow the guidelines of DGCA. Relevant proof in support/an undertaking shall be submitted for import license.
- (v) The bidder will require to submit the following documents: -
  - a) Equipment Type Approval (ETA) from the WPC wing, DOT for operating in de licensed frequency band(s).
  - b) NPNT compliance: The Professional Survey Grade UAV/Drone should have provision to make it NPNT compliant as and when Digital Sky platform becomes operational in future without any cost.
- (vi) The Professional Survey Grade UAV/Drone supplied by bidder shall capable of qualifying EMI/EMC test. The bidder will also require to furnish the undertaking from OEM to this effect.

**B. GENERAL POINTS**

1. **Warranty:**
  - a) Warranty: 2 Years or 500 landings whichever is earlier(including spares and labor)
  - b) The bidders must quote Standard Comprehensive Warranty as per Conditions of Contract of the Tender document for complete equipment (Including all spares, labor and third-party items).
  - c) The warranty charges shall not be quoted separately.
  - d) All software updates should be provided free of cost during Comprehensive Warranty period.
  - e) During the Warranty period, desired Uptime of 95% of 365/366 (Leap Year) days (24 Hrs.), if downtime more than 5%, the warranty period will be extended by double the downtime period. Complaints should be attended properly, maximum within 30 Calendar days.

**2. After Sales Service:**

Clause Deleted.

**3. Training:**

On Site training (at the consignee address) for 05 days to 05 nos. Technical staff for operation and maintenance of the equipment to the satisfaction of the User /Consignee shall be provided by Principal/Indian Agents. If training from Indian Agent is not satisfactory training shall be provided by the Principal.

**Section – VIII**

**Section – VIII (Bidders Form)**

**(A) Qualification Information**

1. Constitution or legal status of Bidder: *[attach copy]*

Place of registration: *[insert]*

Principal place of business: *[insert]*

Power of attorney of signatory of Bid: *[attach]*

2. Turnover of Last Three Years *[(Refer Clause 17 B/Section II (GIB))]*

Year	Turnover (in Indian Rupees)
2017-18	
2018-19	
2019-20	

**VIII (B) Bidder Information Form**

*[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year)of Bid submission]*

OTE No.: *[insert number of Bidding process]*

1. Bidder's Name *[insert Bidder's legal name]*

2. Bidder's actual or intended country o registration: *[insert actual or intended country of Registration]*

3. Bidder's year of registration: *[insert Bidder's year of registration]*

4. Bidder's Address in country of registration: *[insert Bidder's legal address in country of registration]*

5. Bidder's Authorized Representative Information

Name: *[insert Authorized Representative's name]*

Address: *[insert Authorized Representative's Address]*

Telephone/Fax numbers: *[insert Authorized Representative's telephone/fax numbers]*

Email Address: *[insert Authorized Representative's email address]*

6. Attached are copies of original documents of *[check the box(es)of the attached Original documents]*

- Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with GIB 11.2
- GST Registration.
- Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

**VIII(C)PROFORMA FOR PERFORMANCE STATEMENT**  
(For the period of last five years)

Name and address of the Manufacturer : \_\_\_\_\_

OTE No. : \_\_\_\_\_

Date of Bid Opening : \_\_\_\_\_

Name and address of the Bidder : \_\_\_\_\_

<u>Order placed by</u> (full address of Purchaser)	<u>Order No. and date##</u>	<u>Description and quantity of ordered equipment</u>	<u>Value of order</u>	<u>Date of completion of delivery</u>		<u>Remarks indicating reasons for late delivery, if any</u>	<u>Has the equipment been satisfactorily functioning? (Attach a certificate from the Purchaser/Consignee)**</u>
				As per contract	Actual		
1	2	3	4	5	6	7	8

We hereby certify that the details of all orders received in last 5 years of quoted equipment have been furnished. We hereby further certify that if at any time, information furnished by us is proved to be false or in correct, we are liable for any action as deemed fit by the purchaser in addition to forfeiture of the Bid Security.

**Name** \_\_\_\_\_

**Business Address** \_\_\_\_\_

**Signature of Bidder** \_\_\_\_\_

**Seal of the bidder** \_\_\_\_\_

\*\* The scanned copy of documentary proof will be a latest certificate from the consignee/end user with cross-reference of order no. and date may be uploaded

## The bidders are requested to upload the scanned copy of purchase order copies for the specific model quoted along with the Techno-commercial Bid.



**Section – IX**

**TENDER ACCEPTANCE FORM**

To,

The Director  
Meghalaya & Arunachal Pradesh GDC,  
Survey of India, Malki  
Shillong, Meghalaya – 793 001.

Ref. Your OTE No. \_\_\_\_\_ due for opening on  
\_\_\_\_\_ *insert date*

We, the undersigned have examined the above mentioned Tender document, including amendment/corrigendum (*if any*), the receipt of which is hereby confirmed. We now offer to supply and deliver \_\_\_\_\_ (*Make, Model and Description of goods and services*) in conformity with your above referred document for the sum as shown in the Price Schedules attached herewith and made part of this bid. If our bid is accepted, we undertake to supply the goods and perform the services as mentioned in the Tender documents, in accordance with the delivery schedule specified in the List of Requirements.

We further confirm that, if our bid is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of “General Conditions Contract”, Section - IV read with modification, if any “Special Conditions of Contract”, in Section - V, for due performance of the contract.

We agree to keep our bid valid for acceptance as required in the “General Instruction to Bidders”, read with modification, if any in “Special Instructions to Bidders”, Section – III or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this bid up to the aforesaid period and this bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us. We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred advertised tender enquiry. We confirm that we do not stand deregistered/banned/blacklisted by any Central Govt. Ministries/Departments/Hospitals/Institutes.

We confirm that we fully agree to the terms and conditions specified in above mentioned Tender document, including amendment/ corrigendum if any. “We hereby certify that if at any time, information furnished by us is proved to be false or incorrect, we are liable for any action as deemed fit by the purchaser in addition to forfeiture of the bid security.”

**Name** \_\_\_\_\_ **Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Business Address** \_\_\_\_\_

**SECTION – X**  
**PRICE SCHEDULE**

(Rates of all items to be filled up. If any non-optional item is left blank, it will be presumed that its price is included in other Items. L1 will be decided based on Total Cost of non-optional items)

**SECTION – XI**

**List of Buyers & Consignees**

<b>Sl no.</b>	<b>Name of Buyer*</b>	<b>Name of Consignee</b>	<b>Quantity</b>	<b>Address of Consignee</b>
1	Director, Megh & Ar. Pradesh GDC, Survey of India  (On behalf of Surveyor General of India)	Director, Megh & Ar. Pradesh GDC, Survey of India	5	Director, Megh & Ar. Pradesh GDC, Survey of India Malki, Shillong Meghalaya-793 001.
	<b>Total</b>		<b>5</b>	

**SECTION – XII**

**BANK GUARANTEE FORM FOR BID SECURITY**

Whereas \_\_\_\_\_ (Name and address of the Bidder)

(hereinafter called the "Bidders")

has submitted its Bid dated \_\_\_\_\_ for the supply of \_\_\_\_\_ (hereinafter called the "Bid") against the purchaser's OTE No. \_\_\_\_\_

Know all persons by these presents that we \_\_\_\_\_ having our registered office at \_\_\_\_\_ (Hereinafter called the "Bank") are bound unto Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong (hereinafter called the "Purchaser")

in the sum of \_\_\_\_\_ for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

**The conditions of this obligation are:**

- 1) If the Bidder withdraws or amends, impairs or derogates from the bid in any respect within the period of validity of this Bid.
- 2) If the Bidder having been notified of the acceptance of his Bid by the Purchaser during the period of its validity:-
  - a. If the bidder fails or refuses to furnish the performance security for the due performance of the contract or
  - b. If the bidder fails or refuses to accept/execute the contract or
  - c. If it comes to notice at any time, that the information/documents furnished in its Bid are false or incorrect or misleading or forged

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or more the three conditions, specifying the occurred condition(s).

This guarantee will remain in force up to \_\_\_\_\_ (insert date of additional forty-five days after Bid validity) and any demand in respect thereof should reach the Bank not later than the above date.

.....

(Signature with date of the authorized officer of the Bank)

.....

(Name and designation of the Officer )

.....

.....

(Seal, name & address of the Bank and address of the Branch)

SECTION – XIII

MANUFACTURER'S AUTHORISATION FORM

To,

Director  
Megh & Ar. Pradesh GDC,  
Survey of India,  
Malki, Shillong,  
Meghalaya-793 001.

Dear Sir,

Ref: Your OTE document No \_\_\_\_\_ dated \_\_\_\_\_

We, \_\_\_\_\_ who are proven and reputable manufacturers of \_\_\_\_\_ (*name, make, model and description of the goods offered in the bid*) having factories at \_\_\_\_\_ hereby authorize Messrs \_\_\_\_\_ (*name and address of the agent*) to submit a bid, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We also state that we are not participating directly in this bid for the following reason(s):  
\_\_\_\_\_ (*please provide reason here*).

We further confirm that no supplier or firm or individual other than Messrs. \_\_\_\_\_ (*name and address of the above agent*) is authorized to submit a bid, process the same further and enter into a contract with you against your requirement as contained in the above referred OTE documents for the above goods manufactured by us.

We also hereby extend our full warranty as applicable as per clause 15 of the General Conditions of Contract, read with modification, if any, in the Special Conditions of Contract for the goods and services offered for supply by the above firm against this OTE document.

We also hereby confirm that we would be responsible for the satisfactory execution of contract placed on the authorized agent and the spares for the equipment shall be available for at least 5 years from the date of supply of equipment.

We also confirm that the price quoted by our agent shall not exceed the price which we would have quoted directly”

Yours faithfully,

[*Signature with date, name and designation*] for and

on behalf of Messrs \_\_\_\_\_

[*Name & address of the manufacturers*]

Note: 1. *This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.*

2. *Original letter may be sent.*

SECTION – XIV

BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

WHEREAS \_\_\_\_\_ (Name and address of the supplier)

(Hereinafter called "the supplier") has undertaken, in pursuance of Purchase Order/ Contract no \_\_\_\_\_ dated \_\_\_\_\_ to supply \_\_\_\_\_ (insert description of goods and services)

(Hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of \_\_\_\_\_ (insert Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee will remain in force upto \_\_\_\_\_ (insert date of additional Ninety days after completion of satisfactorily warranty period in case of Performance Security) and any demand in respect thereof should reach the Bank not later than the above date.

.....  
(Signature with date of the authorized officer of the Bank)

.....  
Name and designation of the officer

.....  
Seal, name & address of the Bank and address of the Branch

**SECTION – XV**

**CONTRACT FORM**

**CONTRACT FORM FOR SUPPLY, INSTALLATION, COMMISSIONING, HANDING OVER, TRIAL RUN, TRAINING OF TECHNICAL MANPOWER& WARRANTY OF GOODS**

Contract No. \_\_\_\_\_ dated \_\_\_\_\_

To

*(insert name of Supplier with address)*

This is in continuation to this office's Notification of Award No \_\_\_\_\_ dated \_\_\_\_\_

1. Name & address of the Supplier: \_\_\_\_\_
2. OTE No of Tender Documents: \_\_\_\_\_ and subsequent Amendment No \_\_\_\_\_, dated \_\_\_\_\_ (if any), issued by the Purchaser
3. Supplier's Bid No \_\_\_\_\_ dated \_\_\_\_\_ and subsequent communication(s) No \_\_\_\_\_ dated \_\_\_\_\_ (if any), exchanged between the supplier and the purchaser in connection with this Tender Document.
4. In addition to this Contract Form, the following documents etc, which are included in the Tender Documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
  - (i) General Conditions of Contract;
  - (ii) Special Conditions of Contract;
  - (iii) List of Requirements;
  - (iv) Technical Specifications;
  - (v) Quality Control Requirements;
  - (vi) Tender Acceptance Form uploaded by the supplier;
  - (vii) Price Schedule(s)/BoQ uploaded by the supplier in its Bid;
  - (viii) Manufacturers' Authorisation Form (if applicable);
  - (ix) Purchaser's Notification of Award
  - (x) [any other document(s)]listed in GCC/SCC as part of contract]

Note: The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under clause 1 of Section II – “General Instructions to Bidders” of the Tender Enquiry Document shall also apply to this contract.

- (i) Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference: Brief particulars of the goods and services which shall be supplied/ provided by the supplier are as under:

Schedule No.	Brief description Of goods/services	Accounting Unit	Quantity to be supplied	Unit Price	Total price	Terms of delivery

Any other additional services (if applicable) and cost thereof: \_\_\_\_\_

Total value (in figure) \_\_\_\_\_ (In words) \_\_\_\_\_

(ii) Delivery schedule: \_\_\_\_\_

(iii) Details of Performance Security required: \_\_\_\_\_

(v) Destination and dispatch instructions: \_\_\_\_\_

(vi) Consignee: \_\_\_\_\_

6. Warranty clause:

7. Payment terms:

\_\_\_\_\_

(Signature, name and designation of the Purchaser authorized official) For and on behalf of Director, \_\_\_\_\_ (Purchaser)

Received and accepted this contract

(Signature, name and address of the supplier's executive duly authorized to sign on behalf of the supplier)

For and on behalf of \_\_\_\_\_

*(Insert Name and address of the supplier)*

(Seal of the Supplier)

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Note: - The contract will be prepared on Non-judicial Stamp paper (currently of value of Rs. 500/-).



**SECTION – XVI**

**CONSIGNEE RECEIPT CERTIFICATE**

**(To be given by consignee’s authorized representative)**

The following store(s) has/have been received in good condition:

1. Contract/Purchase Order No. &date: \_\_\_\_\_
2. Supplier’s Name: \_\_\_\_\_
3. Consignee’s Name & Address: \_\_\_\_\_
4. Name of the item supplied: \_\_\_\_\_
5. Quantity Supplied: \_\_\_\_\_
6. Date of Receipt by the Consignee: \_\_\_\_\_
7. Signature of Authorized Representative of Consignee  
withdate: \_\_\_\_\_
8. Name and designation of Authorized Representative of  
Consignee: \_\_\_\_\_
9. Seal of the Consignee: \_\_\_\_\_

SECTION – XVII

CONSIGNEE ACCEPTANCE CERTIFICATE

(To be given by consignee's authorized representative)

1 This is to certify that the goods as detailed below have been received in good conditions along with all the standard and special accessories in accordance with the contract. The same has been installed and accepted.

- 1) Contract/Purchase Order No. &date: \_\_\_\_\_
- 2) Supplier's Name: \_\_\_\_\_
- 3) Consignee's name & Address: \_\_\_\_\_
- 4) Name of the item Supplied \_\_\_\_\_
- 5) Quantity Supplied \_\_\_\_\_
- 6) Date of Receipt by the Consignee \_\_\_\_\_
- 7) Date of Receipt by the Consignee \_\_\_\_\_
- 8) The supplier has fulfilled its contractual obligations satisfactorily

OR

The supplier has failed to fulfill its contractual obligations with regard to the following:

- i)
- ii)
- iii)
- iv)
- 9) The amount of recovery on account of failure of the supplier to meet his contractual obligations is \_\_\_\_\_ (here indicate the amount).
- 10) Signature of Authorized Representative of Consignee with date: \_\_\_\_\_
- 11) Name and designation of Authorized Representative of Consignee: \_\_\_\_\_
- 12) Seal of the Consignee: \_\_\_\_\_

## SECTION – XVIII

### **Format for Affidavit of Self Certification regarding Domestic Value Addition in an Electronic Product to be provided on a Rs.500/- Stamp Paper.**

Date: .....

I \_\_\_\_\_ S/o, D/o, W/o \_\_\_\_\_, Resident of \_\_\_\_\_ do hereby solemnly affirm and declare as under.

That I will agree to abide by the terms and conditions of the policy of Government of India issued vide Notification No.33 (3)/2013-IPHW dated 23.12.2013

That the information furnished hereinafter is correct to best of my knowledge and belief and I undertake to produce relevant records before the procuring authority or any authority so nominated by the Department of Electronics and Information Technology, Government of India for the purpose of assessing the domestic value addition.

That the domestic value addition for all inputs which constitute the said electronic products has been verified by me and I am responsible for the correctness of the claims made therein.

That in the event of the domestic value addition of the product mentioned herein is found to be incorrect and not meeting the prescribed value-addition norms, based on the assessment of an authority so nominated by the Department of Electronics and Information Technology, Government of India for the purpose of assessing the domestic value-addition. I will be disqualified from any Government tender for a period of 36 months. In addition, I will bear all costs of such an assessment.

That I have complied with all conditions referred to in the Notification No., wherein preference to domestically manufactured electronic products in Government procurement is provided and that the procuring authority is hereby authorized to forfeit and adjust my EMD and other security amount towards such assessment cost and I undertake to pay the balance, if any, forthwith.

I agree to maintain the following information in the Company's record for a period of 8 years and shall make this available for verification to any statutory authorities:

- a. Name and details of the Domestic Manufacturer (Registered Office, Manufacturing unit location, nature of legal entity)
- b. Date on which this certificate is issued.
- c. Electronic Product for which the certificate is produced.
- d. Procuring agency to which the certificate is furnished.
- e. Percentage of domestic value addition claimed.
- f. Name and contact details of the unit of the manufacturer.
- g. Sale Price of the product.
- h. Ex-Factory Price of the product.
- i. Freight, Insurance and handling.
- j. Total Bill of Material.
- k. List and total cost value of inputs used for manufacture of the electronic product.
- l. List and total cost of inputs which are domestically sourced. Please attach certificates from suppliers, if the input is not in-house.
- m. List and cost of inputs which are imported, directly or indirectly.

For and on behalf of \_\_\_\_\_ (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)

[Validate](#)[Print](#)[Help](#)[Item Wise BoQ](#)

Tender Inviting Authority: Director, Meghalaya &amp; Arunachal Pradesh Geo-Spatial Centre, Survey of India ,Shillong.

Name of Work: Procurement of 5 Nos. Professional Survey Grade UAV/Drone in Micro Category for Large Scale Mapping under SVAMITVA Scheme

Contract No: S-1761 /15-C-Inst dated 28-08-2020

Name of the Bidder/ Bidding Firm / Company :										
<b>PRICE SCHEDULE</b>										
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )										
NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER	NUMBER	NUMBER	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	Unit price EXW [including GST] per set In <b>Figures</b> To be entered by the Bidder in Rs. P	Total EXW price [including GST] (Col. 4x6)  in Rs. P	Price for inland transportation, insurance and other services required to convey the Goods to their final destination in Rs. P	Taxes/cost payable if any other than GST in Rs. P	Total Price at Destination - inclusive of all taxes (Col. 7+8+9)  in Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Procurement of Professional Survey Grade UAV/Drone									
1.01	Procurement of 5 Nos. Professional Survey Grade UAV/Drone in Micro Category for Large Scale Mapping under SVAMITVA Scheme and warranty of 2 year or 500 landings, which ever is earlier as per the Technical Specification at Section VII	Item	5.00	Set		0.00			0.00	INR Zero Only
<b>Total in Figures</b>									<b>0.00</b>	Zero Only
<b>Quoted Rate in Words</b>	<b>INR Zero Only</b>									