

Tender Notice

**SURVEY OF INDIA
(DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVT. OF INDIA)
NATIONAL GEO-SPATIAL DATA CENTRE
SURVEY OF INDIA
DEHRADUN**

The Director, National Geo-Spatial Data Centre, Survey of India, Dehradun on behalf of the President of India, invites E-tender from competent and qualified contractors for **Supply and Installation Of 24F Optical Fiber Cable At NGDC, Dehra Dun**

PARTICULARS OF THE TENDER:

- (a) Designation and address of the Authority inviting tender : The Director,
National Geo-Spatial Data Centre,
Block 6, Survey of India,
Hathibarkala, Dehradun 248001
Tel. No. 0135-2747623
Fax: 0135-2742971
- (b) Tender may be obtained from :
Downloaded from Survey of India website
and Central Public Procurement Portal.
- (c) Tender No. : **1233/38B2 dated 2/11/2018**
- (d) Last date of receiving the tenders : **26/11/2018 10:00 hrs.**
- (e) Date and time of opening of Tender: **27/11/2018 10:00 hrs.**

DETAIL OF THE ITEMS SUPPLIED AND JOB TO BE EXECUTED :

24F Optical Fiber Cable is to be supplied and installed At NGDC, Dehra Dun of length 1700 metre. The quantity / length is estimated and Survey of India reserve the right to vary the quantity to the extent of -25% to +25% of specified quantity at the time of award of contract without any change in unit price or other terms and conditions.

**NATIONAL GEO-SPATIAL DATA CENTRE
SURVEY OF INDIA
DEHRADUN**

TENDER DOCUMENT

FOR

**SUPPLY AND INSTALLATION OF 24F OPTICAL FIBER CABLE AT NGDC,
DEHRA DUN**

TENDER NO	-----	1233/ 38 B 2 dated 2/11/2018
TO BE SUBMITTED BY	-----	26/11/2018 10:00 hrs.
TO BE OPENED ON	-----	27/11/2018 10:00 hrs.

This tender document can be downloaded from Survey of India

Website www.survevofindia.gov.in and Central Public Procurement Portal

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- (f) Total No. of pages in this tender Document : **13 pages**

1.0 DETAIL OF THE ITEMS SUPPLIED AND JOB TO BE EXECUTED :

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2.0 DESCRIPTIONS OF ITEMS/ WORK

Sl No.	Description
1	Supply of 24 F Optical Fibre Cable As per BSNL specification
2	Supply of PLB Duct size 40 mm OD
3	Supply of Jointing Box
4	Supply of FTB
5	Supply of Couples
6	Laying of 40MM PLB pipe through Trenchless Technology by using Horizontal Directional Drilling Machine at the depth of not less than 1.2 Meter
	Pulling/Laying of 24F Cable in already laid PLB Duct
	Jointing/Termination of 24F Cable
	Mounting/Fixing of FTB

3.0 ELIGIBILITY CRITERIA:

- i. The bidder should have minimum 3 years experience and yearly turn over of Rs.2,00,000/- in these 3 years. The bidder shall furnish the proof of experience/competence along with the bid, of execution of the work.
- ii. The bidder should enclose the photocopy of ITR for last three years.
- iii. The bidder should be registered with an appropriate Govt. agency for the desired work. Copy of certificate of registration may be furnished along with the bid.
- iv. The Bidder are required to enclose copy of GST registration.
- v. Bidder must have a registered office in Dehradun.

4.0 TENDERING PROCESS:

Tendering Process: E-tenders only will be accepted.

(A) **Technical Part of the Bid** should contain:

- i) Checklist of documents submitted as per **Annexure-A.**
- ii) The Proforma as per **Annexure-B.**
- iii) **Acceptance of Tender offer as per Annexure-C.**
- iv) **Documents related to previous experience in Government/Semi-Government/ Autonomous agencies as per Annexure-D.**
- v) Uploaded copy of Demand Draft/ Bank Guarantee for Earnest Money.
- vi) All other required documents.

- (B) **Financial part of the Bid** should contain rates as per BOQ.
- (C) The tenderer name, telephone number, email ID and complete mailing address shall be indicated on the cover of the outer envelope containing EMD.

Evaluation of Tenders:

- (a) The technical evaluation will be done to assess the ability of the agencies to render the requisite services subject to qualifying the eligibility criteria.
- (b) Technical Bid and checklist (**Annexure 'A'**) will be checked for the completion, if all requisite documents sought in the Technical Bid are not found with the tender documents or are not found satisfactory the tender will be declared as non-responsive and thus liable for rejection. In such case Financial Bid of the respected firm will not be opened. Financial Bid should be strictly in compliance to the provisions and instructions given in the tender. In case of any violation/deviation, such tender should be considered as non-responsive and thus liable for rejection.
- (c) Tenders will be examined to determine the correctness of the information furnished by the tenderer in its tender. In case any information is found to be incorrect/false, the tender shall be considered as non-responsive.

5.0 TERMS AND CONDITIONS:

- i. Online bids only will be accepted.
- ii. The rules, regulations, orders and directions issued by Govt. of India from time to time on the subject, shall be final and binding on all bidders.
- iii. The Director, NGDC reserves the right to reject any or all bids without assigning any reason.
- iv. The bidder should upload the scan copy of a **Demand Draft or Bank Guarantee of the amount Rs. 20,000/-** as earnest money in the name of Senior Accounts Officer CP&AO, Dehradun. The bid security (Earnest Money) is to remain valid for a period of 45 days beyond the final bid validity period. The bid without EMD will be treated as non-responsive. EMD in physical form must be deposited at NGDC, Survey of India, Dehradun before the date of opening of bids.
- v. Firms registered in NSIC will be exempted from submitting EMD with other benefits as per government of India orders provided they submit the relevant valid certificate.
- vi. The bidder, if desires may be present at the time of opening the bid. If the bidder himself is unable to present, his authorized representative will be permitted only if he/she possess valid authority letter of the bidder.

- vii. The successful tenderer will have to furnish an agreement on Rs. 100/- Non judicial Stamp paper at his own expense.
- viii. The successful bidder will have to deposit 10% of bid value as Security Deposit in form of FDR/Bank Guarantee, valid for 14 Months for the date of start of AMC.
- ix. The contractor shall be responsible for any loss or damage caused to any of the machines underground cables etc owing to negligence on his part.
- x. In the matter of interpreting the terms and conditions of the AMC, **the decision of the Director N.G.D.C. shall be the final.**
- xi. The bidders have to submit all the pages of the tender document with signature & stamp of the tenderer.
- xii. The bidder should insure to submit **Annexure 'A', Annexure 'B', Annexure 'C', & Annexure 'D'**, with signature and stamp of the firm.
- xiii. For any dispute, that may arise, the matter will be referred to sole Arbitrator i.e. Surveyor General of India. The decision of the Surveyor General of India will be final.

CHECK LIST

Sl. No.	List of Items	Submitted (Yes or No)
1.	Registration certificate of bidder issued by the appropriate authority.	
2.	Copy of GST registration certificate	
3.	Documents showing execution of similar work in any central/state govt departments/PSUs.	
4.	Proof of annual turn over in the form of Balance sheets certified by qualified Chartered Accountant.	
5.	Copy of PAN card	
6.	ITR for last three years.	
7.	Earnest Money Deposit	
8.	Tender form with signature & stamp of firm on all pages.	
10.	Whether the bidder provided the address and telephone/fax details of Dehra Dun office in the bid.	

Authorized Signature with Stamp

INFORMATION ABOUT THE TENDERER

1.	Name of the Firm/company/individual	
2.	Year of Establishment	
3.	Status of the firm/company (Partnership, Limited etc)	
4.	Postal Address Telephone No. Fax e-Mail Website Address (if Applicable)	
5.	Bank Account Detail for e-payment	Account No. Account Type Name of Account Holder Address of Account Holder Name of Branch Address of Branch IFC Code
6.	Any authorized branches of the Firm/Company, if so give details	
7.	Name of the proprietor/partner/Managing Director etc.	
8.	Nature of Firm/company/Manufacturer/Stockiest/Dealer/ Distributor/Agent etc.	

9.	Turnover for the last three financial years in Rs. (Year wise with Documentary Proof)	
10.	Name of Existing Clients (Govt./PSU/Major Client)	
11.	If already doing business with SOI give details	
	a) Work	
	b) Since when	
12.	Name and address of organization registered with	
13.	Registration No.	
14.	Date of Registration	
15.	Date till which Registration is valid	
16.	Has your firm ever been blacklisted by the Govt. or any other authority? Please give details and reasons thereof	
17.	If blacklisted & Revoke give details the same	
18.	PAN/TAN	
19.	GST Registration No.	

Certificate of Acceptance of all Terms & Conditions

Certified that we have read and understood all the terms and conditions in the tender document and that our company / firm namely, _____ do hereby unconditionally accept all the Terms & Conditions set out in the tender document including the penalty clause therein.

DATE:
Signatory

Signature of the Authorised

PLACE:

(Seal of Agency

Declaration

I/We do hereby declare that the entries made in the application are true to the best of my / our knowledge and belief. I/We do also confirm that I/ We have read and understood General conditions of Contract as contained in this tender document and agree to abide by the same in all respect.

I/We undertake to communicate promptly to SOI all the subsequent changes in condition affecting the accuracy of the details given above. Further I/We undertake that in case the facts/ information furnished, as above is/ has been found false, the SOI may be its absolute discretion reject/ cancel any assignment, if any, awarded / agreed to be awarded to me / us and in such case I / We shall not be entitled to claim any damages/ whatsoever in regard to that assignment.

Signature of Proprietor/ Director/ Managing

Director/ Constituted authority.

Place:

Name:

INSTRUCTIONS FOR ONLINE BID SUBMISSION

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). 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> .

REGISTRATION :

i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal: <https://eprocure.gov.in/eprocure/app> by clicking on the link “**Click here to Enroll**” on the CPP Portal is free of charge.

ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

iii) 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.

iv) 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 / NIC/ (n)Code / eMudhra / Capricon etc.), with their profile.

v) 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.

vi) 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.

SEARCHING FOR TENDER DOCUMENTS

i) 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 bidders may 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.

ii) 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 Tenders“ 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.

iii) 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.

PREPARATION OF BIDS

i) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

ii) Please go through the tender advertisement and the tender 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.

iii) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR formats. Bid documents may be scanned with 100 dpi.

iv) 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 (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” are 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.

SUBMISSION OF BIDS

i) Bidder should log into the site well in advance for bid submission so that he/she 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.

ii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

iii) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.

iv) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to Tender Inviting Office i.e. **The Director, National Geospatial Data Centre, Survey of India, Block NO -6, Hathibarkala, Dehradun 248001**, It should be reached to the NGDC before the last date of bid submission. The details of the DD/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.

v) 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.

vi) 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.

vii) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

viii) Upon the successful and timely submission of bids, 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.

xi) 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.

ASSISTANCE TO BIDDERS

- i) Any queries relating to the tender 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 tender.
- ii) 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. The contact number for the helpdesk is **Number 0120-4200462, 0120-4001002, 0120-4001005**