

Government of West Bengal
Office of the district Magistrate, Nadia
&
District Project Director, SSM, Nadia.

Tender Notice

No. 3559A/SSM

Dated : 10.09.08

NOTICE INVITING TENDER

Sarva Siksha Mission, Nadia, Old Zilla Parishad Dak Bunglow , Krishnagar, Nadia invites sealed tenders for taking GPS(Global Positioning System) reading for different educational institutions, Govt. offices and others important locations as mentioned below subject to the specific terms and conditions.

Bidders interested to participate should meet the following eligibility criteria:

Sealed tenders are therefore invited from authorized institutions / organizations/ agencies preferably having experience on GIS work who have a past record of taking GPS reading/ GIS work for the Government, Semi-Government or Public Sector Undertaking Offices and have registration with regard to Sales Tax, Income Tax, Service Tax, Trade Tax, Professional Tax and other taxes as applicable. Xerox copies of Sales Tax, Income Tax, Service Tax, Trade Tax, Professional Tax and other taxes clearance and credential certificates should be attached with the application. Tenders will be accepted after our verification of original Sales Tax, Income Tax, Service Tax, Trade Tax, Professional Tax and other taxes clearance and credential certificate.

All the preliminary proposals received from the interested agencies will first be scrutinized by SSM, Nadia for finalization.

Earnest Money of Rs. 20,000 (Rupees Twenty Thousand only) will have to be deposited along with bid documents in the form of Demand Draft in favour of Sarva Siksha Mission, Nadia, payable at Krishnagar, Nadia.


Interested parties may offer their tender papers on their own letter head with their seal and signature addressed to the District Project Officer, SSM, Nadia and the information / documents / credentials indicated in Annexure and authorization, if applicable in a sealed envelope. The words " Tender for Taking photograph and GPS reading of schools and others offices at Nadia district" vide N.I.T No _____ dated _____ should be super scribed on the sealed envelope. **This Sealed tenders must be dropped in the Tender Box to be kept for this purpose at the Office of The District Project Officer, SSM, Nadia at or before 2 P.M on 23.092008.**

The time schedule of the tender procedure is as follows:-

Last Date & time for submissions of filled up tender form at the specified box in District Project Office, SSM, Nadia	2 P.M on 23.092008
Opening of tenders at the chamber of the District Project Officer, SSM, Nadia	4 P.M on 23.092008

SSM, Nadia reserves the right to accept or reject any or all of the tenders without assigning any reason thereof.

Details of the documents and other tender formalities can be downloaded from www.nic.gov.in or www.nadiazillaparishad.gov.in.


For District Magistrate, Nadia &
District Project Director, SSM, Nadia

TERMS AND CONDITIONS

[Note : Bidders should read these conditions carefully for strict compliance while sending their tender papers]

1. Sarva Siksha Mission, Nadia invites sealed tenders for taking GPS (Global Positioning System) reading for different educational institutions, Govt. offices and others important locations.
2. The Authority in respect of the tender is the District Magistrate & District Project Director, Sarva Siksha Mission, Nadia.
3. Authorized institutions / organizations/ agencies preferably having experience on GIS work who have a past record of taking GPS reading/ GIS work for the Government, Semi-Government or Public Sector Undertaking Offices and have registration with regard to Sales Tax, Income Tax, Service Tax, Trade Tax, Professional Tax and other taxes as applicable. Xerox copies of Sales Tax, Income Tax, Service Tax, Trade Tax, Professional Tax and other taxes clearance and credential certificates should be attached with the application. Tenders will be accepted after our verification of original Sales Tax, Income Tax, Service Tax, Trade Tax, Professional Tax and other taxes clearance and credential certificate.
4. The Agency should be equipped with stock of required quantities of spare GPS machines, manpower and others relevant machinery if required. Failure to act the whole activities would be treated as non-performance and may result in future non participation of further tenders from SSM, Nadia.
5. **Earnest Money Deposit (EMD):** The earnest money of Rs. 20,000/- (Rupees Twenty Thousand only) should enclose with the bids by the bidders in the form of Demand Draft payable at Krishnagar, Nadia in favour of Sarva Siksha Mission, Nadia.
Refund of Earnest Money: The earnest money of unsuccessful bidders shall be refunded within 30 days after final acceptance of bid on request from them. No interest will be paid by SSM, Nadia on the earnest money.
Forfeiture of Earnest Money: The earnest money will be forfeited in the following cases:
 - a) When the Agency withdraws or modifies the offer after opening of financial bid but before acceptance of the same.
 - b) When the Agency does not execute the prescribed agreement, if any, within the specified time.
 - c) When the Agency fails to commence the supply of the items as per supply order within the time prescribed.
6. **CONSORTIUMS:** No consortium will be allowed.
7. **Validity:** The financial bids to be submitted by the vendors should be valid for a minimum of 3 (three) months from the date of opening of the financial bids.
8. **Submission of Tender papers:** The sealed tender papers must be dropped in the Tender Box to be kept for this purpose at the Office Chamber of the District Project Officer, SSM, Nadia **at or before stipulated time.** No tender papers will be entertained in this matter. The tender papers delivered in any box other than the one specified will not be entertained. SSM, Nadia will not be responsible for any delay in submission of the tender paper.
9. **Opening:** The tender will be opened on 23.09.2008 at **4 PM at the Chamber of the District Project Officer, SSM, Nadia.** The names of the participating agencies will be disclosed then. One authorized representative of each vendor may participate at that time in their own interest.

Work Specification

1.
 - a. GPS reading are to be taken for all Educational Institutions (Primary, Secondary, H.S, alternative schooling, EGS), Govt offices (CRC, CLRC, BDO, SDO, DPO, DM, ZP) and others important location (Post offices, Wine Shops, Police stations, flood shelter etc.). The total tentative no. locations would be 4500 (approximately) for the district.
 - b. 4 (four) no. of digital photographs are to be taken for each 2590 no. of primary and 461 no. of upper primary schools and soft copy of the same are to be submitted to District Planning Officer, Collectorate Building, Nadia.
 - c. Whole the works must be completed with in 40 days of received the work order.

- d. The required no. of manpower, GPS machines, Digital Cameras must be available with the agencies- organizations. Only one manpower for one team is to be spare for identifying the specific locations in block or district area.
- e. The Organization agencies may submit their bid with two options stated below:

Format for submitting financial bid					
S/No	Activities	Option:1 Rate (in Rs.) If Vehicle arrangement to be done by District	Tax (if any)	Option:2 Rate (in Rs.) If Vehicle arrangement to be done by agency/Orgn	Tax (if any)
1	Taking GPS reading for each location				
2	Taking 4no. of photographs for each school				

2. **Quantity of items:** No. of locations for GPS reading mentioned in work profile may increase or decrease. Actual no. of location to be identified after collecting the data/ Photograph of said locations. The decision of the selection authority regarding above will be final and no clarification will be given to the vendors.
3. **Delivery and Installation:**
- a) The soft copy of Photographs and GPS reading are to be submitted to the District Planning Officer, Nadia in a specified format to be supplied by their end.
- b) If any loss or damage of data occurs in transit, it will be the responsibility of the supplier to make good the loss, within the time stipulated in the supply order.
4. **Inspection:**
All data supplied will be subject to an inspection by the District, Nadia with or without any prior notice before any payment is made, in case of any discrepancies arise after inspection, the agency may be penalized and that work has to be completed with in specified time with out any cost.
5. **Agreement:** Successful Bidder will have to execute an Agreement in non-judicial stamp paper of value Rs. 10/- (or more) with SSM, Nadia confirming to the terms and conditions of this Notice Inviting Tender . Both the parties will have to sign the agreement. After that, work-order will be issued in favour of the selected vendor.
6. The vendors must sign with seal each page of Tender Paper(s). Incomplete Tender papers are liable to be rejected.
7. a) The Authority of SSM, Nadia reserves the right to accept or reject any or all the bids without assigning any reason thereof.
- b) Tender Papers not confirming to any or all the above terms and conditions are liable to be rejected.
- c) Any type of canvassing will disqualify the Vendor.
- d) If a vendor imposes conditions, which are in addition to or in conflict with the conditions mentioned herein, his / her tender papers is liable to summary rejection and Tender Paper seizure.
8. In the event of any dispute, SSM, Nadia shall decide on appropriate measures in the interest of public service.
9. **Payment Details:** SSM, Nadia will be responsible for the payments to the Agency via cheque on successful completion of prescribed activities and satisfactory report of Inspecting Officers.

10. Enclosers:

Information / Documents / Credentials to be furnished along with tender paper (with a list of such paper furnished)

- a) Name and detailed Address of the Agency with Phone, Fax numbers, E-Mail address etc.
- b) Name and Telephone number of the Contact Person.

- c) Attested photocopy of VAT Sales Tax Clearance Certificate for 2005-06 and 2006-07.
- d) Attested photocopy of P. Tax Clearance Certificate for 2005-06 and 2006-07.
- e) Attested Photocopy of Service tax Clearance Certificate for 2005-06 and 2006-07.
- f) Attested Photocopy of Certificate of Enlistment / Trade License.
- g) A list of Government, Semi-Government or Public Sector Undertaking Offices where Agency had worked with for same type of activities
- h) List of Manpower, GPS machines, Digital Cameras available with the Agency.
- i) Other supporting documents, if any
- u) If the Firm is a partnership one, the authority of financial transactions should rest upon one name supported by other partners.

The opening of tender is subject to change as per situation. The District Magistrate & District Project Director, (SSM), Nadia reserves the right to reject or accept any or part of the tender without assigning any reason.

The office will not be responsible for any delay in receipt, mis-placement and loss of whole or part of any related document /material. No objection will be entertained in this regard.

Please send your tender paper in proper format within the date mentioned above which is to be dropped in the specified tender box to be kept for this purpose at the Office Chamber of the District Project Officer, SSM, Nadia.


 For District Magistrate, Nadia &
 District Project Director, SSM, Nadia

Dated : 10.09.08

Memo No. 3559A/1(2a)/SSM

Copy forwarded for favour of information with a request to kindly take necessary action for wide publicity to the:-

- 1) C.A to the Sabhadhipati, Nadia Zilla Parishad
- 2) C.A to the District Magistrate, Nadia
- 3) C.A to the Addl. District Magistrate & Addl. Executive Officer, NZP.
- 4) The Superintendent of Police, Nadia
- 5-8) The Sub-Divisional Officer, Sadar/Ranaghat/Tehatta/Kalyani.
- 9) The Secretary, Nadia Zilla Parishad, Krishnagar.
- 10) The Chief Medical Officer of Health, Nadia.
- 11) The District Information & Cultural Officer, Nadia.
- 12) The Nazareth Deputy Collector, Nadia Collectorate, Nadia.
- 13) The Officer -in-charge General Deptt. Nadia Collectorate.
- 14) Chairman, Krishnagar Municipality.
- 15) Collectorate Notice Board, Krishnagar, Nadia
- 16) D.I of Schools (PE)
- 17) DI of Schools (SE)
- 18) Chairman, NDPSC.
- 19) District Information Officer, Nadia Informatics Centre with a request to arrange for displaying the tender notice in the website www.nic.gov.in
- 20) District Information Analyst, Nadia Zilla Parishad with a request to arrange for displaying the tender notice in the website www.nadiazillaparishad.gov.in


 For District Magistrate, Nadia &
 District Project Director, SSM, Nadia