



# Meghalaya Industrial Development Corporation Ltd.

(A Government of Meghalaya Undertaking)

CINU75112ML1971SG001337

## NEWSPAPER ADVERTISEMENT

RFP No. MIDC/EW/TECH/LSD/DLB/ALB/ 3/7/2386

Dated: 14th March 2024

Meghalaya Industrial Development Corporation Ltd.  
(A Government of Meghalaya Undertaking)

## REQUEST FOR PROPOSAL (RFP)

### Limited Tender Enquiry for Inviting Bids

Bids are invited from those bidders who participated in EoI Reference No. MIDC/EW/TECH-10/Pt IV/106 Dated: February 1, 2024 and were found eligible. This invitation for Bids is for the Selection of Agencies For Digitization of Boundary using Aerial Lidar and Photogrammetry for the Department of Land Records and Survey, Government of Meghalaya. Detailed terms and conditions may be downloaded from the website of MIDC at <https://midc.megindustry.gov.in/> or <https://meghildc.com/>. The tender Fee should be in the form of a Demand Draft for Rs. 10,000 and is non-refundable. The bids can be submitted up to 03:00 PM on 21.03.2024 and shall be opened on 21.03.2024 at 04.00 PM.

The details for any notice, amendment or corrigendum, in the tender document will be available on the Meghalaya Industrial Development Corporation Ltd websites <https://meghildc.com/> and <https://midc.megindustry.gov.in/>. The Corporation reserves the right to cancel any or all the bids/annul the bidding process without assigning any reason and the decision of the Corporation will be final and binding in this regard.


  
Shri D. D. Nongmalieh  
Managing Director

Memo no. MIDC/EW/TECH/LSD/DLB/ALB/

Dated: 14th March 2024

Copy to:

1. Director, Land Records and Survey, Government of Meghalaya
2. Additional Director, Land Records and Survey, Government of Meghalaya
3. Senior Technical Director, NIC Shillong
4. Director of DIPR for necessary publication in one local newspaper (English or Khasi) for one issue.
5. Notice Board

  
Shri D. D. Nongmalieh  
Managing Director



**Meghalaya Industrial Development Corporation Ltd.**  
A Government of Meghalaya Undertaking

Meghalaya Industrial Development Corporation Ltd  
(A Government of Meghalaya Undertaking)



Request For Proposal (RFP)  
for  
Selection of Agencies For Digitization of Boundary  
Using Aerial Lidar and Photogrammetry for the  
Department of Land Records & Survey,  
Government of Meghalaya



**Meghalaya Industrial Development Corporation Ltd.**  
A Government of Meghalaya Undertaking

**Meghalaya Industrial Development Corporation**  
KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya, India.

Phone No: 0364 - 2223458

Email: [midcltda@rediffmail.com](mailto:midcltda@rediffmail.com)



Invitation of Bids  
for  
Selection of Agencies For Digitization of Boundary  
Using Aerial Lidar and Photogrammetry

**Tender Ref. No.** : MIDC/EW/TECH/LSD/DLB/ALB/317/2386

**Date of Issue of RFP** : 14.03.2024

**Last Date and Time for submission of Bids** : 21.03.2024 at 03.00 P.M.

**Date and time of opening of Technical Bid** : 21.03.2024 at 04.00 P.M.

**Place of opening of bids and Address for Communication** : **Meghalaya Industrial Development Corporation Ltd**  
KISMAT Upland Road, Laitumkhrah,  
Shillong-793003, Meghalaya, India.  
**Phone No:** (0364) 2223458  
**Email:** midcltd@rediffmail.com

**Tender Fee** : Rs. 10,000

  
Managing Director  
Meghalaya Industrial  
Development Corporation Ltd.  
Shillong

*It will be the responsibility of the bidders to check Meghalaya Industrial Development Corporation website <https://meghidc.com> and <https://mide.megindustry.gov.in> for any notice, amendment or corrigendum in the tender document. In case of any amendment, bidders will have to incorporate the amendments in their bids accordingly.*



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Managing Director  
Meghalaya Industrial  
Development Corporation Ltd.  
Shillong



**Meghalaya Industrial Development Corporation Ltd.**

**(A Meghalaya Government Undertaking)**

**KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya, India**

**(A) Limited Tender Enquiry for Inviting Bids**

Bids are invited from those bidders who participated in EoI Reference No. MIDC/EW/TECH-10/Pt IV/106 Dated: February 1, 2024 and were found eligible. This invitation for Bids is for Selection of Agencies For Digitization of Boundary using Aerial Lidar and Photogrammetry for the Department of Land Records and Survey, Government of Meghalaya. Detailed terms and conditions may be downloaded from the website of MIDC at <https://midc.megindustry.gov.in/> or <https://meghide.com/>. The tender Fee should be in the form of a Demand Draft for Rs. 10,000 and is non-refundable. The bids can be submitted up to 03:00 PM on 21.03.2024 and shall be opened on 21.03.2024 at 04.00 PM.

The details for any notice, amendment or corrigendum, in the tender document will be available on the Meghalaya Industrial Development Corporation Ltd websites <https://meghide.com/> and <https://midc.megindustry.gov.in/>. The Corporation reserves the right to cancel any or all the bids/annul the bidding process without assigning any reason and decision of Corporation will be final and binding in this regard.

MIDC/EW/TECH/LSD/DLB/ALB/

MANAGING DIRECTOR

Managing Director  
Meghalaya Industrial  
Development Corporation Ltd.  
Shillong





## IMPORTANT DATES

Sl. No.	Items	Description
1	Date of publication of Tender notice & availability of Tender Document	Date: March 14, 2024
2	Last Date for submission of Pre-bid Queries	March 18, 2024 by 05:00 PM only at following email ID: <a href="mailto:mideltd@rediffmail.com">mideltd@rediffmail.com</a>
3	Date and Venue for Pre-bid conference	March 19, 2024 at 02:00 PM at the Board Room of Meghalaya Industrial Development Corporation Ltd, KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya, India or via video conference
3	Last date and time for submission of bids (Technical & Financial both). Each bidder has to submit 1 (original) and 2 (two) copies of their technical and financial bids.	March 21, 2024 by 03:00 PM at the office of the Managing Director, Meghalaya Industrial Development Corporation Ltd
4	Bids opening date & time	March 21, 2024 by 04:00 PM at the office of the Managing Director, Meghalaya Industrial Development Corporation Ltd
5	Date and Time for presentation on Concept Note and Approach & Methodology	March 22, 2024 by 11:00 AM at the office of the Managing Director, Meghalaya Industrial Development Corporation Ltd
6	Financial Bid opening date & time (Only of technically qualified bidders)	March 22, 2024 by 11:00 AM at the office of the Managing Director, Meghalaya Industrial Development Corporation Ltd

  
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## FACT SHEET

Details	Topic
Selection method	QCBS (80:20)
Tender Document Fee	<p>Rs. 10,000/- (Rupees Ten thousand only) in the form of a Demand Draft in favour of The Managing Director, Meghalaya Industrial Development Corporation Ltd., KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya, India.</p> <p><i>Please note that only bidders who have paid the Tender Document Fee shall be allowed to attend the Pre-Bid Conference.</i></p>
Earnest Money Deposit	<p>Rs. 20,00,000/- (Rupees Thirty lakhs only) in the form of a Demand Draft in favour of The Managing Director, Meghalaya Industrial Development Corporation Ltd., KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya, India. This will be returned to the bidders after the completion the bidding process and the declaration of the successful bidder.</p> <p>Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) will be exempted from the payment of Earnest Money Deposit. In case of exemption of EMD, the scanned copy of document in support of exemption will have to be uploaded by the bidder during bid submission. Earnest money of unsuccessful bidders shall be returned within 15 days after the award of contract or expiry of bid validity whichever is earlier. Earnest money of successful bidder shall be returned within 15 days after receipt of Performance Security / e-PBG. If the bidder defaults in satisfying Techno-commercial criteria, full EMD will be forfeited.</p>
PBG	<p>Performance Bank Guarantee (PBG) of 3% of the contract value to be submitted by the successful bidder in the form of Bank Guarantee on or before the date of signing of the Agreement with the Client.</p>
Contact details	<p><i>All queries should be received through email as per timeline mentioned in 'Important Dates'. The contact details are:</i></p> <p><i>Advisor/ Assistant General Manager (Finance)</i> <i>9953432234/9366188964</i> <i>Email: midcltd@rediffmail.com</i></p>

  
Managing Director  
Meghalaya Industrial  
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Shillong



## INVITATION OF BIDS

This invitation for bids is for the Selection of Agencies for the Digitization of Boundaries using Aerial Lidar and Photogrammetry for the Department of Land Records and Survey, Government of Meghalaya. We invite bids from participants of EoI Reference No. EW/TECH-10/Pt IV/106 dated 01/02/2024 who were deemed eligible:

1. Bidders are advised to carefully study the Tender Document. Submitting a bid against this Tender implies that the bidder has thoroughly reviewed and accepted the procedures, terms, and conditions of the Tender Document with full understanding of its implications.
2. The detailed terms and conditions of the Tender Document can be downloaded from the MIDC website at <https://midc.megindustry.gov.in/> or <https://meghidc.com/> . The tender fee, a non-refundable Demand Draft of Rs. 10,000, should accompany your bid. Bids must be submitted by 03:00 PM on 21.03.2024 and will be opened at 04:00 PM on 21.03.2024.
3. Bidders must submit the tender document cost & EMD as outlined above via Demand Draft in favor of "Managing Director, Meghalaya Industrial Development Corporation Ltd.," payable at Shillong. A scanned copy of the Payment Proof must be attached with the bids.
4. Bidders are required to quote for all items in both the technical Bid and the price schedule/BOQ (Bill of Quantity) of the financial bid. Bids not quoting for all items in both technical and financial bids will be rejected.
5. Bids will be opened in the presence of bidders' representatives who wish to attend, at the specified date, time, and venue.
6. The agency selected for Aerial Lidar and Photogrammetry must immediately commence the survey and digitization of boundaries upon project assignment. The duration of the work will depend on the work order/contract period.

  
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Shillong





7. If the bid opening date is declared a holiday for the MIDC office, the bids will be opened on the next working day at the scheduled time.
8. All required documents must be submitted by the bidder to the office of the Managing Director, Meghalaya Industrial Development Corporation Ltd, Shillong, with clearly labeled document sections such as Fee details, Qualification details, Bid Form, Scope of Work, and Financial Bid, including Bid Form and Price Schedule/BOQ.
9. MIDC reserves the right to cancel any or all bids or to annul the bidding process without providing any reason. MIDC's decision will be final and binding on all bidders.

  
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Meghalaya Industrial  
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Shillong



**SECTION- I**

**INSTRUCTION TO BIDDERS (ITB)**

**1. Cost of Bid Documents:**

- (a) The Bidder shall bear all costs associated with the preparation and submission of its Bid to the Meghalaya Industrial Development Corporation Ltd. (MIDC), Shillong hereinafter referred to as “Tendering Authority”, will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
- (b) The detailed terms and conditions of the Tender Document can be downloaded from the MIDC websites at <https://midc.megindustry.gov.in/> or <https://meghide.com/> . The tender fee, a non-refundable Demand Draft of Rs. 10,000, should accompany your bid. The bidders shall have to pay Tender Fee through Demand Draft for collection of the Tender Document.

No exemption will be given to any Agency of MIDC in submitting Tender Document and Tender Fee for this tender. The Tender Fee is non-refundable.

**2. Clarification of Bid Documents and Scope of Work:**

Bidders need to send queries, through email at [midcltd@rediffmail.com](mailto:midcltd@rediffmail.com) in MS Excel format before scheduled date & time of Pre-Bid Conference. Queries received after scheduled date & time may not be considered.

**Format for Pre-Bid Queries:**

SL No	Page No/Para No/ Sr. No. of Tender Document	Clause as mentioned in the RFP	Bidder Query/ Amendment Requested if any along with Reason for request of Amendment

**3. Amendment of Bid Documents:**

- (a) At any time prior to the deadline for submission of Bid, MIDC may, for any reason whether at its own initiative or in response to a clarification requested by a prospective bidder, make amendments in the Bid documents and would be uploaded on Meghalaya Industrial Development Corporation Ltd websites <https://meghide.com/> and <https://midc.megindustry.gov.in/> through notice, amendment or corrigendum.



The relevant clauses of the document shall be treated as amended accordingly.

- (b) It shall be the sole responsibility of the prospective bidders to check the website from time to time for any notice, amendment or corrigendum in the Tender document. In case of failure to get the amendments, if any, MIDC shall not be held responsible.
- (c) In order to allow prospective bidders a reasonable time to take the amendment into account in preparing their bids, MIDC, at its discretion, may extend the deadline for the submission of bids. Such extensions shall be posted / up-loaded by Corrigendum only on the Meghalaya Industrial Development Corporation Ltd websites <https://meghidc.com/> and <https://midc.megindustry.gov.in/>

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

The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder shall be written in English language only.

#### **5. Documents Constituting the Bid:**

##### **(a) Technical Bid:**

- i. **Fee Details** – Includes copies of Tender Fee and EMD furnished in accordance with ITB Clause-8 of this document.
- ii. **Qualification Details** – Includes copies of required documents as per Section-III of this document justifying that the Bidder is qualified to perform the contract if his / her Bid is accepted and that the bidder has technical and financial capability necessary to perform the contract and meets the criteria outlined in the Qualification Criteria and fulfil all the conditions of the Contract and that the services to be delivered by the bidder conform to the Technical Bid document.
- iii. **Bid Form** – Includes copy of filled in Bid Form as per Section-III(1 & II) of Tender document justifying that the bidder is complying with all the conditions of the Contract and Scope of Work of the Bid Document as no deviation will be acceptable by the Tendering Authority.
- iv. **Scope of Work and their Acceptance** – includes copy of filled in Compliance with Scope of Work as per Section-IV of Tender document.
- vi. **Non-Blacklisting Affidavit** - The bidder should submit a notarized affidavit on a non-judicial stamp paper of Rs. 100/- that the bidder's firm has not been blacklisted / debarred / prohibited by any State / Central Government Departments / Organizations as per Section-VIII of Tender Document. The notarized affidavit attached by bidder should be of latest date (not be more than a

  
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month old from the date of publishing of the Bid).

vii. **Valid Security Amount Proof** - The bidder should submit a valid proof of EMD (DD/BANK GUARANTEE) as per Clause-8-Bid Security/EMD of SECTION-I (Instructions to Bidders of Tender document stating that the bidder has submitted the security amount in the favour MIDC).

**(b) Financial Bid:**

i **Bid Form**– includes copy of filled in Bid Form as per Section-IV(1) of Tender document.

ii **Price Schedule/BoQ** - includes Price Schedule as per Section-IV(2) of Tender document in approved format.

**6. Bid Price:**

(a) The Bidder shall quote price of the work for Price Schedule/BoQ in the specified places for all the services.

(b) Bid price quoted for each item shall include all the cost (excluding CGST and SGST) till successful completion of the work specified in Section-III(3) (Scope of work and their acceptance).

(c) Prices quoted for each item shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account. Any Bid submitted with an adjustable price quotation unless asked for shall be treated as non-responsive and will be rejected.

**7. Bid Currencies:** Prices shall be quoted in Indian Rupees only.

**8. Bid Security/EMD:**

(a) The security amount submitted by Agency Companies in MIDC shall be treated as Bid Security. If submitted in Bank Guarantee the bidders must have submitted Security amount valid 180 days. The Bid security is required to protect MIDC against the risk of Bidder's conduct which would warrant the security's forfeiture. The bidders must ensure that if security furnished by them is for a lesser validity period, then the same has to be extended till project lifecycle.

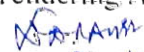
(b) The bid security may be forfeited:

If a Bidder:

(i) withdraws his/her bid during the interval between the deadline/ last date for submission of its Bid and the expiration of period of Bid validity; or

(ii) does not accept the correction of errors pursuant to ITB Clause-3 of Section-I; or

(iii) In case of a successful bidder, if the Bidder fails to sign the Contract with Tendering Authority in

  
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Shillong



accordance with the scope of work and conditions of contract of this Tender. If any of the above three cases happen then the bidders will be treated as in default and hence liable for forfeiture of their bid security for this Bid i.e. security as submitted by them for their empanelment.

**9. Period of Validity of bids:**

- (a) Each Bid shall remain valid for 150 days after the date of opening of Bid prescribed by Tendering Authority, pursuant to ITB Clause-15. Any Bid valid for a shorter period shall be rejected by Tendering Authority as non-responsive.
- (b) In exceptional circumstances, Tendering Authority may solicit the Bidder's consent to an extension of the period of Bid validity. The request and the response thereto shall be made in writing. The Bid security provided under ITB Clause-8 shall also be suitably extended or submitted afresh. A Bidder may refuse the request without forfeiting its Bid security. A Bidder granting the request will not be required nor permitted to modify its Bid.

**10. Format and Signing of Bid:**


- (a) The Bidder shall prepare 1 (one) original and 2 (two) copies of the Bid.
- (b) The Bid documents shall be signed, at the time of submission, by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The later authorization shall be indicated by a certified copy of written power-of-attorney accompanying the Bid. All the pages/ documents of the Bid that are to be submitted shall be signed by the person authorized to sign the Bid.

**11. Submission of bids:**

The Bid Submission shall be done to the office of the Managing Director, MIDC, Kismat Upland Road, Laitumkhrah, Shillong. Bid submission can be done only from the bid submission start date and time till the Bid Submission end date and time given in the Bid. Bidders should start the Bid Submission process well in advance so that they can submit their bids in time. Once the Bid submission date and time is over, the bidders cannot submit their bids. For delay in submission of bids due to any reasons, the bidders shall only be held responsible.

**12. Deadline for Submission of bids:**

- (a) Bids must be submitted by the bidders at the office of the Managing Director, MIDC, Kismat Upland Road, Laitumkhrah, Shillong not later than the schedule mentioned above.
- (b) MIDC may, at its discretion, extend this deadline for submission of bids by amending the

  
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documents in accordance with ITB Clause-3, in which case all rights and obligations of MIDC and Bidders previously subject to the deadline will thereafter be subjected to the deadline as extended.

### **13. Late bids:**

Once the Bid submission date and time is over, the bidder cannot submit his/ her bid. Bidder has to start the Bid Submission well in advance so that the submission process passes off smoothly. The bidder will only be held responsible if his/ her Bid is not submitted in time due to any of his/ her problems during Bid submission process.

### **14. Withdrawal and Resubmission of bids:**

(a) At any point of time, before the final submission date and time of the Bid, the bidder can withdraw his/ her Bid

(b) No Bid may be withdrawn in the interval between the deadline/last date for submission of Bid and the expiration of period of Bid validity. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of his/ her bid security/EMD, pursuant to ITB Clause-8(b).

(c) The bidder can resubmit his/ her bid as and when required till the Bid submission end date and time. The Bid submitted earlier will be replaced by the new one on the written undertaking by the bidder. The payment made by the bidder earlier will be used for revised Bid and the new Bid submission documents will be considered for evaluation purposes.

(d) No Bid can be resubmitted subsequently after the deadline for submission of bids.

### **15. Opening of Technical bids by MIDC:**

(a) Tendering Authority will open all Technical bids, in the presence of Bidders' representatives who choose to attend on prescribed schedule at Meghalaya Industrial Development Corporation Ltd, KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya, India. The Bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of Technical bids opening being declared a holiday for Tendering Authority, the Technical bids shall be opened at the appointed time and location on the next working day.

(b) The technical evaluation will be done as per evaluation criteria given in ITB Clause-17 and requirements as given in Section-III(4). The bidders' names and the presence or absence of requisite bid security and such other details as Tendering Authority at its discretion may consider appropriate,



will be announced at the time of opening. No Technical Bid shall be rejected at the time of its opening.

(c) Tendering Authority will prepare minutes of the opening of Technical Bid.

**16. Clarification of Technical bids:**

During evaluation of Technical Bid, the Tendering Authority may, at its discretion, ask the Bidders for a clarification /submission of additional documents pertaining to clarification of their Technical bids. The request for clarification and the response shall be in writing or in the meeting by Tendering Authority.

**17. Evaluation of Technical bids:**

The evaluation of Technical bids shall be done as per conditions mentioned in "SECTION-III(4)- Minimum Qualification Requirements" of this Tender document.

**18. Opening of Financial bids:**

(a) After evaluation of Technical bids, all technically qualified bidders will be informed about date and time for opening of Financial bids by letter/ e-mail/ phone.

(b) The Financial bids of technically qualified bidders shall be opened on the date informed separately by MIDC at Meghalaya Industrial Development Corporation Ltd., KISMAT Upland Road, Laitumkhrah, Shilong in the presence of Bidders who choose to attend. In the event of the specified date of Financial bids opening being declared a holiday for Tendering Authority, the Financial bids shall be opened at the appointed time and location on the next working day. The names of Bidders, Price quoted etc will be announced at the time of opening.

**19. Evaluation of Financial bids:**

(a) MIDC will evaluate and compare the financial price quoted in the Price Schedule/BoQ of bids of those bidders whose Financial bids are found responsive to the Scope of Work given in Section-III of Tender document.

(b) The selection of bidder will be done on the basis of Quality cum Cost Based Selection (QCBS) as per formula given below:

Financial Score (FS) = (Financial Quote of L1/ Financial Quote of the Bidder) X 100

For determination of the successful bidder, the following weightage shall be given for the technical



and financial scores of the bidders in QCBS methodology:

Technical Score (TS): 80%

Financial Score (FS): 20%

For every Bidder the Final Score will be calculated using the formula

$$\text{Final Score} = 0.80 \times \text{TS} + 0.20 \times \text{FS}$$

The bidder with the highest value of Final Score shall be selected as the successful bidder

- (c) If there is a discrepancy in total value, then the total coming after summing the individual values of the items shall prevail. Similarly, if there is a discrepancy with respect to the calculation of unit rate and quantity of any item, then the corrected value of this calculation shall prevail.
- (d) If there is a discrepancy in total value written in figures and words then the total value written in words shall prevail.
- (e) If the Bidder does not accept the correction of errors if any, its Bid shall be rejected and its bid security/EMD may be forfeited.
- (f) If all Items required to be quoted in Section-VII -Price Schedule/BoQ are not quoted, then Financial Bid of those bidders shall be rejected.
- (g) Conditional Bid would be summarily rejected.
- (h) The price of work order released to selected bidder based on the quoted rates will include all taxes and levies and shall be in Indian Rupees.

## **20. Contacting the Tendering Authority:**

- (a) No Bidder shall contact MIDC on any matter relating to their bid, from the time of the Bid opening to the time till the Contract is awarded. If the bidder wishes to bring additional information to the notice of MIDC or wants to have clarification, bidder can do so in writing.
- (b) Any effort by a Bidder to influence MIDC in its decisions on Bid evaluation, Bid comparison or contract award may result in rejection of the Bidder's bid.

## **21. Award Criteria:**

- (a) The Tendering Authority will determine to its satisfaction whether the successful bidder meets the criteria specified in ITB Clauses 17 and 19 and is qualified to perform the contract satisfactorily.
- (b) Tendering Authority will award the contract to the successful Bidder whose Financial Bid has been determined to be responsive to all the conditions of the contract and meeting the qualification requirement of the Bidding Document.



**22. Tendering Authority's right to accept / reject any or all bids:**

MIDC reserves the right to accept or reject any Bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected Bidder or bidders.

**23. Notification of Award:**

- (a) Prior to the expiration of the period of Bid validity, MIDC will make every effort to open the Financial Bid and notify the successful bidder in writing by letter/e-mail/fax/phone about award of contract.
- (b) The notification will make the bidder eligible for signing of contract for the work for which the bidder has quoted the price.

**24. Signing of Contract (Agreement):**

- (a) At the same time as MIDC notifies the successful bidder that its Bid has been accepted, MIDC will send the bidder the Draft Contract (Agreement) Form incorporating all terms and conditions between the parties i.e., MIDC and successful bidder as per Conditions of Contract given in Section-II of Tender document. Besides this, additional conditions may be added in the Draft Contract (Agreement) with mutual consent in the benefit of successful implementation and operation of the given projects.
- (b) Within 15 days of receipt of the Contract Form, the successful bidders shall sign and date the Contract and return it to the Tendering Authority.

**25. Rights of Tendering Authority:**

Tendering Authority has rights to relax any criteria of qualification required to fulfill the tender condition in the interest of work of the Department. Tendering Authority has right to ask the bidder to submit any document required in support of qualification for its satisfaction/confirmation at any stage.

  
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## **SECTION- II**

### **CONDITIONS OF CONTRACT**

#### **1. Definitions :**

In this Contract, the following terms shall be interpreted:

- (a) The Tendering Authority" refers to Meghalaya Industrial Development Corporation (MIDC), the organization issuing the RFP on behalf of the Department of Land Records and Survey, Government of Meghalaya, who is the Purchaser. The Tendering Authority's address is KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya, India.
- (b) The Selected "Agency" means the Company/ firm selected for providing the Services under this Contract.
- (c) "The Contract" means the Agreement entered into between MIDC Ltd, Department of Land Records and Survey, Government of Meghalaya and the selected Agency, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;
- (d) "The Contract Price" means the prices of various items payable to the selected Agency under the Contract for the full and proper performance of its contractual obligations;
- (e) "Services" means services that have been covered under the Scope of Work of the project as given in this Tender.
- (f) "Day" means calendar day.

#### **2. Application :**

These Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

#### **3. Standards :**

The Services supplied under this Contract shall conform to the standards mentioned in the Technical Specifications or the higher, and, when no applicable standards are mentioned, the authoritative standards appropriate to the delivery of Services shall be applicable.

#### **4. Performance Security:**

- (a) Within 15 days of issuing LoI (Letter of Intent)/Work Order, the successful bidder shall provide Performance Security in the Form of DD/PBG @ 5% of the quoted cost valid for 01 year and 6





months.

- (b) The T.D.S. and any other taxes shall be deductible from the above payments as per prevailing tax rules at the time of payment.

## **5. Patent Rights**

The Selected Agency shall indemnify the Tendering Authority against all third-party claims of infringement of patent, trademark or rights arising for use of the Software provided/developed by them.

## **6. Deliverables, Time Schedule and Payment Terms for Job Completion:**

The deliverables are working solution and services as given in Section-III(3):Scope of Work and Time Schedule shall be as given in Section-III(2):Schedule of Execution.

### **6.1. Payment Terms:**

- (a) Payment shall be made by the Department of Land Records and Survey, Government of Meghalaya to the Selected Agency on against specific milestones or deliverables as defined in the Scope of Work (Section-III(3)).


- (b) Payment to the Agency shall be made in Indian Rupees as per followings:

- i. After satisfactory completion of Phase wise deliverable/milestone as described in Tables of clause 1.11 of Section-III(3)-Scope of Work.
- ii. The T.D.S. and any other taxes shall be deductible from the above payments as per prevailing tax rules at the time of payment.

## **8. Prices :**

Unit Prices for different types of resource services payable to the selected Agency as stated in the Contract shall remain fixed during the performance of the contract. However, in the event of any increase/decrease in Government taxes/duties as applicable at the time of delivery, the prices shall be adjusted at the time of payment on submission of their proof by the selected Agency to the MIDC and the Department of Land Records and Survey, Government of Meghalaya.

In case of discrepancy in the price quoted in words and in figures, price quoted in words shall prevail. **Payment shall be done to Selected Agency as quoted by them for works performed as per Scope of Work.**

  
Managing Director  
Meghalaya Industrial  
Development Corporation Ltd.  
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#### **9. Contract Amendments:**

Either party may propose amendments to this contract. Proposals for amendments must be submitted in writing and include a detailed description of the proposed changes, along with the rationale. Both parties will review proposed amendments within 30 days of submission. Amendments will become effective only upon signing by authorized representatives of both parties.

#### **10. Assignment:**

The Selected Agency shall not assign, in whole or in parts its obligations to perform under the Contract to any other firm except with MIDC's prior written consent.

#### **11. Delay in the Bidder's Performance for Job Completion:**

- (a) If at any time during execution of the Contract, the selected Agency should encounters conditions impeding timely delivery of the Services, the selected Agency shall promptly notify MIDC in writing of the fact of the delay, it's likely duration and its cause(s). As soon as practicable after receipt of the Agency, MIDC shall evaluate the situation and may, at its discretion after consultation with the Department of Land Records and Survey, Government of Meghalaya, extend the selected Agency time for execution with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of the Work order.
- (b) Except as provided under conditions of contract Clause-14 of Section-II, a delay by the selected Agency in the execution of its delivery obligations shall render the selected Agency liable to the imposition of liquidated damages pursuant to conditions of Contract unless an extension of time is agreed upon pursuant to conditions of Contract without the application of liquidated damages.

#### **12. Liquidated Damages :**

The selected Agency will have to meet the deadline for completing the work else 'LATE PENALTY' will be imposed on the Agency. If the selected Agency fails to deliver the services within the

period(s) specified in scope of work of the Bid, MIDC shall, without prejudice to its other remedies under the Contract, deduct from the Contract price, as liquidated damages, a sum equivalent to 0.5% of the Contract Value for each week or part thereof delay until actual delivery, up to a maximum deduction of 10%. Once the maximum penalty is reached, MIDC may consider



termination of the Contract/Work order and forfeit the security amount in full.

### **13. Termination for Default:**

The MIDC may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the selected Agency terminate the Contract in whole or part:

- (i) If the selected Agency fails to deliver any or all of the Services within the period(s) specified in the Contract, or within any extension thereof granted by the MIDC;
- (ii) If the selected Agency fails to perform any other obligation(s) under the Contract. In such a case, the performance security i.e. security submitted at the time of empanelment or any extension thereto by the Agency may be forfeited and its contract for the services will be cancelled.

### **14. Force Majeure:**

For Purposes of this clause, "Force Majeure" means an event beyond the control of the selected Agency and not involving the selected Agency fault or negligence and not foreseeable. Such events may include but are not restricted to acts of the Agency either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, pandemics, quarantine restrictions and freight embargoes (Earthquake, Natural Disasters, Riots). Force Majeure shall not include any events caused due to acts/omissions of such selected Agency or result from a breach/contravention of any of the terms of the Contract, Bid and/ or the Techno-commercial Offer. It shall also not include any default on the part of a selected Agency due to its negligence or failure to implement the stipulated/proposed precautions, as were required to be taken under the Contract.

In case of a Force Majeure, all Parties, that is, the selected Agency and the MIDC will endeavour to agree on an alternate mode of performance in order to ensure the continuity of service and implementation of the obligations of selected Agency and to minimize any adverse consequences of Force Majeure. For clarity, Force Majeure events do not include financial hardships, market fluctuations, or inability to secure financing. The Agency is expected to take reasonable precautions to prevent and mitigate the effects of such non-includable events.

### **15. Termination for Insolvency:**

MIDC may at any time terminate the Contract by giving written notice to Agency, if the Agency becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Agency, provided that such termination will not prejudice or affect any right of action or



remedy which has accrued or will accrue thereafter to MIDC. The Agency must notify MIDC at the earliest sign of any financial condition that could jeopardize its ability to fulfill contractual obligations. Upon receipt of such notification, MIDC reserves the right to take preventative measures, including but not limited to, contract restructuring or seeking alternative service providers.

#### **16. Termination for Convenience:**

MIDC, by written notice sent to the Agency may terminate the Contract, in whole or in part, at any time for its convenience. Such notice shall be served at least 30 days prior to termination of contract. The notice of termination shall specify that termination is for MIDC's convenience, the extent to which performance of the Agency under the Contract is terminated, and the date upon which such termination becomes effective. In such a situation, the payments will be made for the period solution/services are provided by the Agency as per terms & conditions of the Contract.

#### **17. Settlement of Disputes:**

- 17.1 If any dispute or difference of any kind whatsoever shall arise between MIDC and the Agency in connection with or arising out of the Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 17.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either MIDC or the Agency may give notice to other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- 17.3 Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Services under the Contract.
- 17.4 In case of dispute or difference arising between MIDC and the Agency relating to any matter arising out of or connected with this agreement, such dispute or difference shall be settled in accordance with the Arbitration and Conciliation Act 1996. The Arbitral Tribunal shall consist of a sole Arbitrator and the same shall be appointed by the MIDC.
- 17.6 Arbitration proceedings shall be held at Shillong, Meghalaya and the language of the arbitration proceedings and that of all documents and communications between the parties



shall be in English only.

**17.7** The decision of the arbitrator shall be final and binding upon both parties. The cost and expenses of arbitration proceedings will be paid as determined by the arbitral tribunal. However, the expenses incurred by each party in connection with the preparation, presentation etc. of its proceedings as also the fees and expenses paid to the arbitrator appointed by such party or on its behalf shall be borne by each party itself.

**17.8** Notwithstanding any reference to arbitration herein.

- (i) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
- (ii) MIDC shall pay the Agency any monies due to the Agency.

**18. Limitation of Liability:**

Except in cases of criminal negligence or willful misconduct,

- (a) The Agency shall not be liable to MIDC, whether in contract tort, or otherwise, for any indirect or consequential loss of damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Agency to pay liquidated damages to MIDC; and
- (b) The aggregate liability of the Agency to MIDC, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price.

**19. Governing Language:**

The Contract shall be written in English language. English language of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

**20. Applicable Law:**

The Contract shall be interpreted in accordance with the laws of the Union of India.

**21. Notices:**

Any notice given by one party to the other pursuant to this Contract shall be sent to other party in

  
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writing or by email and confirmed in writing to the other Party's address. For the purpose of all notices, the following shall be the address of MIDC and Selected Agency.

Tendering Authority : Meghalaya Industrial Development Corporation Ltd, KISMAT  
Upland Road, Laitumkhrah, Shillong-793003, Meghalaya,  
India  
email: [midcltd@rediffmail.com](mailto:midcltd@rediffmail.com)

Selected Agency : (To be filled in at the time of Contract  
execution)

.....

A notice shall be effective when delivered or on the notice's effective date whichever is later.

## **22. Taxes and Duties:**

Bidders shall be entirely responsible for all Government taxes applicable.

## **23. Confidentiality:**

The officials deployed for providing services by the Agency shall treat as confidential all data pertaining to records and any other information, obtained during the execution of their responsibilities and thereafter, in strict confidence and shall not reveal such information to any other party. The officials to be deployed at client office for execution of the work shall not be allowed to take away the backup of data on any type of storage media or transmission mode as the same is strictly confidential in nature.

## **24. Indemnity:**

The Selected Agency agrees to indemnify and hold the MIDC harmless against all claims, liabilities, and expenses (including legal fees) arising from any breach of intellectual property rights in addition to bodily injury, death, or tangible property damage. This includes direct infringements by the Agency as well as third-party claims.

## **25. Contract Period:**

This contract will be initially valid for six months and would be extended further as per requirement of the project.

  
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## **26. Exit Management Schedule:**

### **i. Purpose**

- a) This Schedule sets out the provisions, which will apply on expiry or termination of the agreement/Contract, the Project Implementation, Operation and Management.
- b) In the case of termination of the Project Implementation and/or Operation and Management, the Parties shall agree at that time whether, and if so during what period, the provisions of this Schedule shall apply.
- c) The Parties shall ensure that their respective associated entities carry out their respective obligations set out in this Exit Management Schedule.

### **ii. Cooperation and Provision of Information**

During the exit management period:

- a) The Agency will allow MIDC or its nominated agency access to information reasonably required to define the current mode of operation associated with the provision of the services to enable MIDC to assess the existing services being delivered.
- b) Promptly on reasonable request by MIDC, the Agency shall provide access to and copies of all information held or controlled by them which they have prepared or maintained in accordance with this agreement/Contract relating to any material aspect of the services provided by the Agency. MIDC shall be entitled to copy of all such information. Such information shall include details pertaining to the services rendered and other performance data. The Agency shall permit MIDC or its nominated agencies to have reasonable access to its employees and facilities as reasonably required to understand the methods of delivery of the services employed by the Agency and to assist appropriate knowledge transfer.

### **iii. Confidential Information, Security and Data**

- a) The Agency will promptly on the commencement of the exit management period, supply to MIDC or its nominated agency the following:
  - Information relating to the current services rendered and customer and performance data relating to the performance of the services;
  - All current and updated data as is reasonably required for purposes of MIDC or its



nominated agencies transitioning the services to its Replacement Agency in a readily available format;

- All other information (including but not limited to documents, records and agreements) relating to the services reasonably necessary to enable MIDC or its nominated agencies, or its Replacement Agency to carry out due diligence in order to transition the provision of the Services to MIDC or its nominated agencies, or its Replacement Agency (as the case may be).

**b)** Before the expiry of the exit management period, the Agency shall deliver to MIDC or its nominated agency all new or up-dated materials from the categories set out in Schedule above and

shall not retain any copies thereof, except that the Agency shall be permitted to retain one copy of such materials for archival purposes only.

**c)** Before the expiry of the exit management period, unless otherwise provided, the MIDC or its nominated agency shall deliver to the Agency, all forms of bidder confidential information, which is in the possession or control of MIDC or its nominated agency.

#### **iv. General Obligations of the bidder**

**a)** The Agency shall provide all such information as may reasonably be necessary to effect as seamless a handover as practicable in the circumstances to MIDC or its nominated agency or its Replacement Agency and which the Agency has in its possession or control at any time during the exit management period.

**b)** For the purposes of this Schedule, anything in the possession or control of Agency, associated entity is deemed to be in the possession or control of the Agency.

**c)** The Agency shall commit adequate resources to comply with its obligations under this Exit Management Schedule.

#### **v. Exit Management Plan**

**a)** The Agency shall provide MIDC or its nominated agency with a recommended exit management plan ("Exit Management Plan") which shall deal with at least the following aspects of exit management in relation to the Agreement/Contract as a whole and in relation to the Project Implementation, and the Operation and Management phase

**I.** A detailed program of the transfer process that could be used in conjunction with a Replacement Agency including details of the means to be used to ensure continuing provision of the services



throughout the transfer process or until the cessation of the services and of the management structure to be used during the transfer;

II. Plans for the communication with such of the bidder's staff, customers and any related third party as are necessary to avoid any material detrimental impact on MIDC's operations as a result of undertaking the transfer.

III. If applicable, proposed arrangements for the segregation of the Agency networks from the networks employed by MIDC and identification of specific security tasks necessary at termination;

IV. Plans for provision of contingent support to MIDC and Replacement Agency for a reasonable period after transfer.

b) In the event of termination or expiry of Agreement/Contract, and Project Implementation, each Party shall comply with the Exit Management Plan.

c) During the exit management period, the Agency shall use its best efforts to deliver the services.

d) Payments during the Exit Management period shall be made in accordance with the Terms of Payment Schedule.

This contract may be terminated under the following conditions: non-performance, insolvency, mutual agreement, or Force Majeure. Upon such termination, the Exit Management Plan as outlined in this section shall be activated to ensure a smooth transition of services and responsibilities.

#### **vi. Transfer of Data**

The Agency shall deliver and certify in writing that it has delivered to the MIDC, a full, accurate and up to date data.

#### **vii. Transfer of Source Code**

The Agency shall deliver, a full, accurate and up to date versions and latest release of source code, but not limited to:

- a. Complete Source Code (with source tree) and associated documentation
- b. Application architecture documentation and diagrams
- c. Release documentation for functional, technical and interface specifications
- d. Source Code and supporting documentation for testing framework tool and performance tool





- e. Full back up of database & application

## **27 Roles and Responsibilities:**

In the event of a disagreement regarding the interpretation of roles and responsibilities, the Agency and MIDC will seek to resolve the dispute amicably through a joint discussion. If unresolved within 30 days, the dispute shall be escalated to senior management. A structured mediation process may be initiated before resorting to legal proceedings.

### **A) Agency**

- a) The Agency is responsible for providing solution as mentioned in this RFP and to comply with all necessary standards and regulations.
- b) Responsible for day-to-day operation of the Application including reporting, issue resolution etc.
- c) The Agency will create and take a sign-off on the documents required at various stages of the survey.
- d) Conduct training to help stakeholders so as to generate maximum benefit out of the project initiative.
- e) Will undertake all the tasks related to hosting, deployment and operation for smooth functioning of Application and project.
- f) The Agency will be responsible for procuring all the necessary software licenses for deployment and running of Application.
- g) Provide periodic backup of the database, software and other related configurations of Application. Backup disks would be provided by the Agency. The Agency shall submit these backup copies to MIDC on fortnightly basis.
- h) All other responsibilities as described in this RFP.
- i) All other works as directed by MIDC as and when required for project operations.

### **B) MIDC**

- a. Review of functional specifications, test documents, acceptance plan, project plans, architecture related to Application.
- b. Project evaluation and monitoring during the term of the Agreement/ Contract.
- c. Assessment, finalization & approval of deliverables as per Table of clause 1.11 of Section-III(3)- Scope of Work in consultation with Agency at the time of release of work order and further during





The objectives of the project:

1. To establish the project organization, headed by the Director and assisted by other officials of the unit.
2. To establish the project and conduct the activities of the unit in regular intervals.
3. To set up the project office at the project site.
4. To establish the project office at the project site.
5. To establish the project office at the project site.
6. To establish the project office at the project site.
7. To establish the project office at the project site.



**SECTION-III:**

**(I) TECHNICAL BID**

**Technical Bid Form**

Reference No.: MIDC/EW/TECH/LSD/DLB/ALB/

Date: .....

To,

The Managing Director,

Meghalaya Industrial Development Corporation Ltd.,

KISMAT Upland Road, Laitumkhrah,

Shillong-793003, Meghalaya, India

Dear Sir,

Having examined the Technical Bid Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide..... (Description of Services) in conformity with the said Bid Documents and made part of this bid, and hereby undertake that we accept all the conditions of the Contract of the Bid document and will deliver the services as per the Schedule of Execution Section-III(2) and Scope of Work and their Acceptance Section-III(3) of the Bid documents. We further undertake that we fulfill the Qualification Requirements as per Section-III(4) and for this purpose we enclose the details. In addition to this, the particulars of our organization such as legal status, details of experience and past performance and the proof for required bid security are furnished with this Bid form.


We further undertake, if our Bid is accepted, to deliver the Services in accordance with the delivery schedule specified in the Schedule of Execution and Scope of Work and their Acceptance Section-III(3).

We further undertake, if our Bid is accepted, to take payment against delivering the Services in according to payment terms given in condition of contract (Section-II).

Until a formal contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

All the terms and conditions of the Tender Document are acceptable to us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1998".

  
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We understand that you are not bound to accept the any Bid you may receive. Dated this ..... day  
of ..... 20.....


(Signature)

Date:

(in the capacity of)

Duly authorized to sign Bid for and on behalf of

---

  
Managing Director,  
Meghalaya Industrial  
Development Corporation Ltd.  
Shillong



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## Executive Summary

1981-1982



## SECTION-IV

### SCOPE OF WORK

#### 1.1 BACKGROUND

The Meghalaya Industrial Development Corporation Ltd (MIDC), as the Project Management Consultant (PMC), is spearheading the Border Digitization Project on behalf of the Department of Land Records and Survey, Government of Meghalaya. This pivotal project aims to utilize cutting-edge Aerial Lidar (Light Detection and Ranging) and airborne photogrammetry technologies for the digitization of land boundaries within the state. The initiative is set to redefine the approach to border mapping and surveillance, ensuring unparalleled precision, efficiency, and safety through the adoption of the latest advancements in airborne survey methodologies.

The deployment of these sophisticated technologies is expected to deliver multiple advantages:

- **Increased Accuracy:** By harnessing high-resolution aerial imagery and detailed elevation data, the project will offer unprecedented clarity and insight into the ground and terrain conditions, facilitating more precise boundary delineation.
- **Speed and Efficiency:** The project promises to significantly expedite the mapping process across extensive areas, marking a substantial improvement over conventional surveying techniques.
- **Digital Data Analysis:** It enables an in-depth computational analysis, allowing for the detection of changes and identification of patterns without the necessity of physical site visits.
- **Terrain Accessibility:** The technology ensures the accurate mapping of inaccessible areas, smoothly navigating through challenging terrains that are otherwise difficult to survey.
- **Enhanced Safety:** By reducing the reliance on ground-based survey efforts in potentially hazardous locations, the project significantly lowers the risk to personnel involved.
- **Labor Reduction:** The approach streamlines the surveying process, minimizing the human resources required, thereby reducing the potential for errors and boosting operational efficiency.





## 2. OBJECTIVE

The objective of the Digitization of Boundary using Aerial Lidar and Photogrammetry project for the Department of Land Records & Survey would be the following:

1. **Accurate Digital Boundary Documentation:** To create detailed and precise digital records of land boundaries, establishing a comprehensive database of digital land boundary details that serve as a reliable reference for various stakeholders in the state.
2. **Land Parcel Mapping and Documentation:** To map and document land parcels and their boundaries, along with associated attributes, to ensure a clear understanding of land ownership and geographical specifics.
3. **Integration of Advanced Technologies:** To harness the capabilities of Aerial Lidar and Photogrammetry technologies, ensuring the collection of high-precision, accurate data.
4. **Enhancement of Land Governance:** To improve land governance and streamline land-related decision-making processes which will facilitate more informed and effective management of land resources in Meghalaya.
5. **Promotion of Transparency and Dispute Reduction:** To promote transparency in land transactions and governance, thereby minimizing disputes related to land boundaries in the state.

### 2.1. REQUIREMENTS TO BE FOLLOWED

- a. **Acquisition of Data:** Conduct surveys using Aerial Lidar and Photogrammetry to gather high-definition topographic information.
- b. **Processing and Consolidation of Data:** Process and interpret Lidar and photographic data to generate an accurate orthophoto. Merge data collected from aerial surveys with ground-based information to enhance accuracy and ensure uniformity.
- c. **Establishment of Digital Land Records:** Digitally map and establish boundaries and attributes of land parcels.



- d. **Enhancement of User Interface and Accessibility:** Develop intuitive interfaces to enable seamless access to land records for government entities.

## 2.2. ASSURANCE OF QUALITY

- a. Implement a robust quality control system to ensure data accuracy and reliability.
- b. Regularly perform audits and checks to validate the integrity of the digital land records.

## 3. EXPECTED OUTCOMES

The Digitization of Boundary using Aerial Lidar and Photogrammetry project aims to achieve the following outcomes:

- a. **Establish a Reliable Digital Database of Land Boundaries:** Create precise digital records for accurate land management and planning.
- b. **Map and Document Land Parcels:** Clarify land ownership and specifics, facilitating clear land demarcation.
- c. **Utilize Advanced Survey Technologies:** Enhance survey quality and accuracy through Aerial Lidar and Photogrammetry.
- d. **Streamline Land Governance:** Improve administrative processes and land resource management with digitized records.
- e. **Promote Transparency and Minimize Disputes:** Reduce land-related disputes by making land transactions more transparent.
- f. **Data Acquisition and Processing:** Use Aerial Lidar and Photogrammetry for high-definition surveys, ensuring accurate mapping.
- g. **Digital Land Records Establishment:** Develop digital records and user-friendly interfaces for easy access by government entities.

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#### 4. SCOPE OF WORK:

The scope of work will encompass an Aerial Topographical Survey across a few designated areas within Meghalaya such as 5 areas Block I & Block II and Khanduli Psiar, Deshdoriah, Mawtamur, Borduar and Langpih in Meghalaya. This comprehensive survey will aim to precisely delineate land boundaries and categorize land uses through the integration of advanced aerial survey techniques and sophisticated software solutions. The survey should facilitate the creation of 2D orthomosaics, which are instrumental in land classification and urban planning processes.

The survey will focus on capturing the following features:

- Existing natural and man-made structures on or just above the earth's surface, including but not limited to buildings, roads, highways, streets, water bodies, drainage systems, and towers.

The survey should adhere to the following projection standards:

- All collected data should be compatible with the Universal Transverse Mercator (UTM) and the World Geodetic System 1984 (WGS-84) projection systems, ensuring global compatibility and precision.

Specific objectives of the assignment should include:

1. **Ground Control Points Collection:** Utilize Differential Global Positioning Systems (DGPS) to gather accurate ground control points, forming the basis for precise surveying.
2. **Aerial Survey Execution & Orthomosaic Generation:** Perform aerial surveys to collect high-resolution imagery, subsequently processing this data to create detailed orthomosaics.
3. **Geodatabase and Thematic Mapping Creation:** Develop a comprehensive geodatabase that consolidates all collected data, facilitating thematic mapping and analysis.
4. **Base Map and Detailed Project Report Preparation:** Compile the findings and data into a base map and accompany this with a Detailed Project Report (DPR), highlighting key observations, analyses, and recommendations for future planning and development.



This scope of work is designed to leverage cutting-edge aerial surveying techniques to MIDC to provide a detailed and actionable understanding of the land and its uses within the specified areas of Meghalaya, thereby supporting informed decision-making and strategic planning efforts of the client.

#### **4.1 EXPECTED DELIVERABLES:**

Participating companies/firms in this EOI are expected to deliver:

- i. **Boundary Demarcation:** Boundaries marked using toposheets or revenue maps in .ecw or .tiff formats compatible with CAD.
- ii. **Digital Terrain Model (DTM):** 1m resolution DTMs in DWG format.
- iii. **Contour Mapping:** GIS-ready contour maps at 1m intervals.
- iv. **Topographical and Utility Details:** Detailed maps in CAD or GIS formats, covering topography, utilities, and LULC.
- v. **Final Report:** Comprehensive .pdf report detailing project findings, analyses, and recommendations.

  
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**SECTION-V**  
**(4) MINIMUM QUALIFICATION REQUIREMENTS**

**4.1. PRE-QUALIFICATION CRITERIA**

Sl. No	Type	Eligibility Criterion	Eligibility Criterion Documentary Evidence
1	Bidder Company Profile	The Bidder should be a legal entity registered under Indian Companies Act, 1956/2013 in India and in operations for a period of at least last 5 (five) years as on last date of submission of bid. Joint Venture is not allowed.	<ul style="list-style-type: none"> <li>• Certificate of Registration/ Incorporation under Companies Act 1956/2013.</li> <li>• MOA/AOA</li> </ul>
2	Bidder Company Financials Turnover	Bidder should have a minimum average annual turnover in the field of DPR or Geospatial or UAV or Aerial Services of INR 2 Crores in the last three (3) Financial Years including current financial year (FY 2020-21, 2021-22 and 2022-23)	<ul style="list-style-type: none"> <li>• Financial statements for last three including current financial year ((FY 2020-21, 2021-22 and 2022-23)</li> <li>• CA Certificate</li> </ul>
3	Bidder Company Financials Net worth	Bidder should have positive Net worth in last 3 Financial years. (FY 2020-21, 2021-22 and 2022-23)	Statutory auditor's certificate / Chartered Accountant certificate clearly specifying the Net worth for the specified years.
4	Anti Blacklisting / Barring	As on date of submission of the Bid, the Bidder shall not be blacklisted/ barred by Central Government or any state Government or their Agencies in India including PSUs.	The Bidder shall provide: Self – declaration on Non-Judicial Stamp Paper of Rs.100 stating that the Bidder is not Blacklisted.
5	Bidder Work Experience	The bidder must have completed at least one service contract, in their name, valued over Rs. 2 Crores, which involved the capture of Aerial/UAV/satellite data. This contract must have been executed for a State Government, Central Government, or Public Sector Undertaking (PSU).	Bidder should submit duly signed & stamped evidence i.e., the copy/copies of work order/completion certificate issued by the concerned department/ organization.
6	Bidder Company PAN & GST Registration	The Bidder should have a PAN & valid Active GSTIN.	GSTIN registration certificate & PAN Copy
7	Bidder company Support Office	The bidder should have its office in Meghalaya. If the bidder does not have its office in Meghalaya, then the bidder must have to open its office in Meghalaya within 15 days from the date of award & inform the	Document certifying Local office / Undertaking to open office within 15 days

*[Signature]*





		complete details of Single Point of contact	
8	Technically Manpower	The bidder must have on its roll at least 20 technically qualified professionals (BCA/MCA/BTech/MBA equivalent or higher) to perform the services as per RFP	Self-certification signed by HR head and counter signed by Authorized signatory including Qualification details of staff to be mentioned
9	Tender Fee	The bidders should submit the Tender Fee before at the time of submission of Bid otherwise their bids shall be rejected.	Payment Proof / Details
10	Technical Proposal	Approach & Methodology, Proposed Technology and plan to execute the work	Submit a well drafted technical proposal as per requirements.
11	Sublet	The successful bidder will not be allowed to sublet the contract in full to any other agency / vendor. If situation warrants for subletting of Part Contract, then the successful bidder will have to take prior permission of Nodal Agency for acting upon the same	Undertaking for the same

Bidders are required to submit all supporting documents for the above criteria with sign and stamp and will be considered for further technical & financial evaluation.

#### **4.2. TECHNICAL EVALUATION CRITERIA**

Following will be the technical evaluation methodology

1. Technical bids of only those bidders would be evaluated who qualify Pre-Qualification criteria as laid in clause 4.1.
2. Only the bidders, who's total Technical score is equal to or greater than 50 (Fifty) Points out of 100 Points corresponding to the criteria laid in the table below, will qualify for the evaluation of their financial bids.
3. The financial bids of bidders who do not qualify in technical bid evaluation will not be opened and not considered in further process.
4. The technical scores of the bidders will be announced prior to the opening of the financial bids.
5. The technically shortlisted bidders will be informed of the date and venue for the opening of the financial bids through e-mail.



**Technical Score Parameters:**

Sl. No	Parameters	Maximum Marks	Required Documents
1	<p>The company must be registered under the Indian Companies Act of 1956/2013 and operational for at least 5 years as of the last date of response submission.</p> <p>a) Incorporation Certificate b) GST &amp; PAN (Permanent Account Number) Registration c) EPFO registration certificate d) MSME certificate</p>	10 marks	<ul style="list-style-type: none"> <li>• Certificate of Incorporation</li> <li>• GST Certificate</li> <li>• PAN Card</li> </ul>
2	<p>The bidder should possess general experience in undertaking Aerial/UAV LiDAR projects in Meghalaya for the Central/State Government or PSU within the last 5 years, with the following scoring criteria based on project size:</p> <p>a) &gt;1000 Sq Km: 15 Marks b) 700 to 1,000 Sq Km: 10 Marks</p>	15 marks	<ul style="list-style-type: none"> <li>• Copy of work order</li> <li>• Copy of completion certificate</li> </ul>
3	<p>The bidder must have completed an Aerial LiDAR survey in Meghalaya, featuring cloud-based visualization and analysis, including DEM (Digital Elevation Model), DTM (Digital Terrain Model), 2D, and 3D models, for the Meghalaya state government or PSU within the last 5 years, with scoring as follows for a maximum of 10 marks:</p> <p>a) Over 10 Crore: 10 Marks b) 5 Crore to 10 Crore: 5 Marks</p> <p>Alternatively, the bidder should possess experience in civil engineering mapping/GIS work, including survey/topographical survey via aerial/satellite methods for state/central government or PSU in the last 5 years, with scoring as follows:</p> <p>a) Over 10 Crore: 10 Marks b) 5 Crore to 10 Crore: 5 Marks</p>	10 marks	<ul style="list-style-type: none"> <li>• Copy of work order</li> <li>• Copy of completion certificate</li> </ul>
4	<p>The bidder must have successfully executed aerial survey projects for Land Records covering an area greater than 80</p>	10 marks	<ul style="list-style-type: none"> <li>• Copy of work order</li> <li>• Copy of completion certificate</li> </ul>



	Sq Km in the Northeast for government or PSU entities within the past 5 years.		
5	<p>The Average Annual Turnover of the Bidder for the last 3 years will be evaluated as follows. for a maximum of 10 marks:</p> <p>a) More than Rs. 4 Crores: 10 Marks</p> <p>b) Rs. 4 Crores to Rs. 2 Crores: 5 Marks</p>	10 marks	Submission of the Balance Sheet and Income Tax Returns (ITR) for the Last 3 Financial Years: 2020-21, 2021-22, & 2022-23.
6	<p>Availability of an Aerial LiDAR Scanner with a Camera of 100 Megapixels and Above:</p> <p>a) Owned: 5 Marks</p>	5 marks	<ul style="list-style-type: none"> <li>• Invoice Copy</li> <li>• Custom Duty Payment Proof</li> <li>• Minimum Specifications Documentation with Evidence: <i>Lidar Sensor Range: 2 km or more</i></li> </ul>
-	Technical Approach & Methodology: The assessment of the bidder's proposed technical strategies, techniques, and methodologies for executing the project.	15 marks	
8	Organization & Staffing: Review of the organizational structure, team composition, and qualifications of personnel allocated for the project.	10 marks	
9	Work Plan: Evaluation of the comprehensive plan outlining the project's timelines, milestones, and key deliverables.	10 marks	
Total Marks		100 marks	
Cut Off Marks for qualifying		50 marks	

**NOTE:**

1. Credentials of Parent company or subsidiary company shall not be considered for evaluation. Bids of those Bidders who fail to qualify above mentioned requirements, would be summarily rejected & their Financial bid would not be opened. Joint Venture is not allowed.
2. The bids found to be not responsive and not fulfilling any of the above conditions, conditional technical/financial bids and not meeting Technical Specifications and Qualification requirements to the satisfaction of purchase committee shall be rejected. The bids of bidders mentioning any of their conditions which are not mentioned in the Tender document or are not in conformity with the conditions of the contract shall be rejected. The evaluation of Technical bids shall be done based on supporting documents on above criteria points.



**4.3. DELIVERABLES, TIMELINES & PAYMENTS:**

T is the work order date

Sl. No	Items	Timelines	Payment Cycle	Payment as per quoted price
1	Mobilization Advance (after the approval of Aerial Flying permission)	T + 1 Week	Advance	15%
2	Raw Data Submission (Lidar Point Cloud and Photos)	T1=T + 2 Weeks	On Completion	30%
3	Ortho Rectified Imagery Submission	T1 + 2 Weeks	On Completion	30%
4	Processed Data Submission (after submission and acceptance of processed data and land parcel details)	T + 5 Weeks	On Completion	25%
5	Final Report Delivery (includes detailed land parcel information)	T1+ 7 Weeks	On Completion	10%

  
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## SECTION-VI

### TERMS OF REFERENCE

#### **Aerial Photogrammetry and LiDAR Survey Specifications**

##### **1. Aerial Photogrammetry Data & LiDAR Working Principle:**

The bidder shall conduct LiDAR surveys by deploying an aircraft to traverse the specified area, executing laser scans laterally across the terrain. The equipment must capture the reflection values of the laser pulses emitted towards the ground, accurately recording the elapsed time from emission to reception. This duration, once halved and multiplied by the speed of light, will determine the precise distance from the aircraft to the ground. The aircraft's inertial system is required to monitor its orientation across three axes—pitch, roll, and yaw—while the GPS system tracks its precise spatial location. The culmination of a LiDAR survey will be the generation of a detailed point cloud, comprising easting, northing, and elevation data. Through the utilization of LiDAR technology, the bidder is expected to accurately extract location, distance, angle, and other critical observational data to directly ascertain the 3-D coordinates of the surface target. This approach signifies a major advancement in the field of surveying and mapping, following the innovations introduced by the Global Positioning System (GPS).


2. For the Expression of Interest (EOI), it is mandated that the bidder shall engage in meticulous mission planning and preparation to ensure the highest levels of accuracy in the surveyed data. The bidder shall consider the following critical factors for optimal survey timing:

- a. **GNSS Satellite Constellation:** The bidder shall schedule the survey to coincide with the GNSS satellite constellation's 23-hour and 56-minute repeat cycle, maximizing satellite visibility. Surveys shall be conducted during periods when the Position Dilution of Precision (PDOP) is notably low, ensuring precise measurement of positions within the area of interest.
- b. **Weather Conditions:** The bidder must account for weather conditions, abstaining from conducting LiDAR surveys under high winds or poor visibility to uphold safety and data quality.
- c. **GNSS Base Station Setup:** During the aerial survey, the bidder is required to establish a GNSS base station within the survey area. The bidder will employ two advanced Leica GS15 GNSS receivers or their equivalents as base stations. These stations, operated on the ground, will facilitate the collection of data essential for post-processing, allowing for the determination of accurate differential positions of the aerial platform throughout its trajectory.

##### **3. Survey Datum and Coordinate System:**

Bidders are required to employ the specified Horizontal and Vertical Datum for all geospatial data collection, processing, and mapping activities associated with this EOI:

Map Projection	Universal Traverse Mercator
Zone	45N

  
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Horizontal Datum	WGS 84
Vertical Datum	Ortho Height: Survey of India Mean Sea Level (MSL) Ellipsoidal Height: WCJS -84
Geoid Model	EGM 2008
Units	Linear in Meters Angle in Degree/Minutes/Seconds

#### 4. Base Station Establishment Guidelines:

Bidders are required to install GPS base receivers on fixed structures or objects daily during aerial operations, setting up two receivers to ensure redundancy and prevent data loss in case of equipment failure. While only one receiver is fundamentally necessary, the deployment of an additional receiver nearby guarantees operational backup.

The separation between ground-based GPS stations and the survey's onboard GPS receiver is limited to a maximum distance of 25 to 30 kilometers, ensuring optimal data integrity and collection accuracy. All aerial surveys must operate with four active receivers to enhance data capture reliability and flexibility. Proposals must detail the bidder's strategy for adhering to these base station setup and operational guidelines.

#### 5. Base Aerial Data Capture:

The bidder shall ensure that LiDAR sensors are calibrated to meet operational standards through a structured four-tiered process, as outlined:

- a. **Factory Calibration:** The bidder must adhere to the manufacturer's Maintenance Agreement for all sensors utilized in this project, requiring the sensors to be returned to the factory every two years for comprehensive system maintenance and calibration.
- b. **Regular Calibration:** The bidder is obligated to conduct regular calibration of all sensors according to the following criteria:
  - i. Semi-annually, at a minimum;
  - ii. Subsequent to each installation of the system into an aircraft;
  - iii. Following any incident reported by the operator that could influence the system's calibration;
  - iv. Whenever the LiDAR Coordinator identifies a decline in data quality nearing the manufacturer's defined accuracy thresholds.
6. **Project Calibration:** At the onset and completion of each major project, the bidder shall conduct in-flight calibration exercises. This ensures that the LiDAR system is precisely tuned to the specific requirements and conditions of the project, thereby guaranteeing the accuracy of the data collected.
7. **Every Flight Calibration:** For projects demanding high accuracy, the bidder must include calibration checks in the flight plan for each sortie. This protocol mandates that calibration parameters of the system are rigorously tested, monitored, and adjusted as necessary during every flight. This approach



ensures continuous optimization of the system for peak performance and data precision.

## 8. Data Validation Protocol:

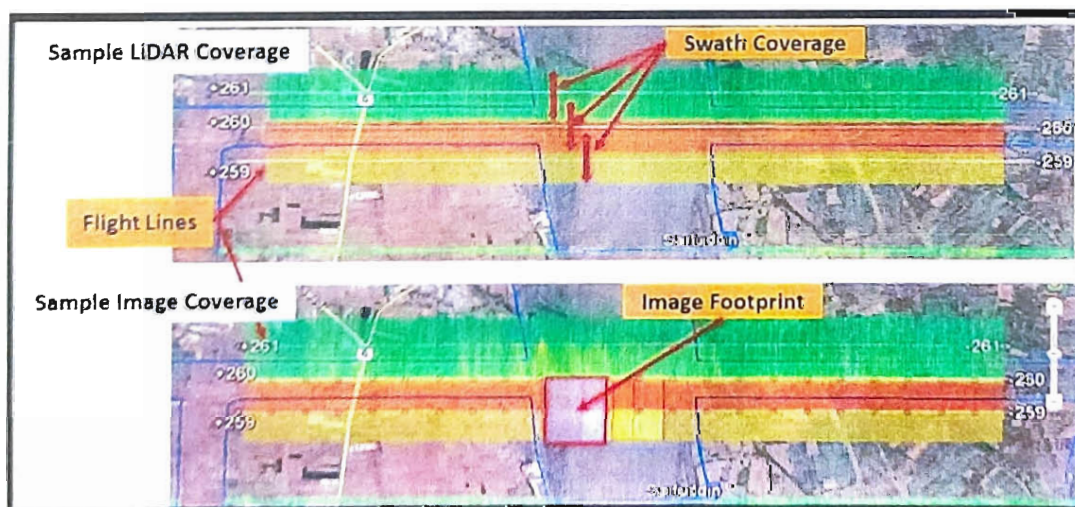
The bidder must validate all collected data for accuracy, providing a detailed acquisition report to the client, including:

- Flight Paths:* Documented routes of aerial surveys.
- LiDAR Data:* (Optional) Gathered LiDAR information.
- Sensor and Camera Calibration Reports:* Confirmation of calibration for LiDAR sensors and cameras.
- GNSS and INS Data:* Data from Global Navigation Satellite System and Inertial Navigation System.
- Ground Control Points:* Coordinates and sketches of control points.

## 9. Flight Planning Requirements for LiDAR Survey:

The bidder is required to undertake meticulous flight planning as a critical component of the Airborne Light Detection and Ranging (LiDAR) survey process, essential for achieving the highest level of Quality Assurance (QA). The bidder must conduct a thorough evaluation of the project's needs and schedule the mission with precision to ensure its successful execution. The flight plan must be carefully crafted, considering route, altitude, speed, and fuel efficiency to optimize survey operations.

For the initial proposal, the bidder shall present a flight plan aiming for a point density of 10 points per square meter and a Ground Sampling Distance (GSD) of 10 cm. Following the project's commencement, the bidder will be expected to refine this plan based on a more detailed analysis of terrain features and prevailing weather conditions. This adaptive approach ensures that data collection is conducted under optimal conditions, guaranteeing the accuracy and quality of the survey outcomes.





## 10. Aerial Data Specifications

<b>Ground Sampling Distance</b>	10 cm
<b>Bands</b>	R G B (Three band natural colour imagery)
<b>End overlap</b>	30% minimum
<b>Side overlap</b>	20% minimum
<b>Collection condition</b>	Same as LiDAR with following additional conditions: <ul style="list-style-type: none"> <li>• Sun angle no less than 30 degrees to minimize shadow</li> <li>• Cloud free with minimal smoke, smog, fog and dust.</li> <li>• Every effort shall be made to avoid breaks within individual flight lines. Where necessary, the entire flight line composed of the resulting segments shall meet all of the requirements set forth in these specifications. Where breaks occur, these shall have an overlap of at least four frames to ensure a stereo model of overlap or tie.</li> </ul>
<b>Horizontal Accuracy</b>	10 cm GSD or better for the ortho-photo generated.
<b>Radiometric Resolution</b>	Minimum 8 bit per band in accordance with chosen image format
<b>Horizontal Datum</b>	The World Geodetic Datum 84 (WGS-84).
<b>Map Projection</b>	The coordinate system for all deliverables is the Universal Transverse Mercator (UTM).

<b>Coverage</b>	Appropriate flight plans will be prepared to achieve the desired point density.
<b>Data Density</b>	5 points m <sup>2</sup>
<b>Fundamental Spatial Accuracy Requirements</b>	<p>Fundamental spatial accuracy of the survey must conform to the following standard:</p> <ul style="list-style-type: none"> <li>•.. Fundamental Horizontal Accuracy (FHA)  <math>\leq \pm 10</math> cm. 95% confidence interval</li> <li>•.. Fundamental Vertical Accuracy (FVA)  <math>\leq \pm 10</math> cm. 95% confidence interval</li> </ul>
<b>Horizontal Datum</b>	The World Geodetic Datum 84 (WGS-84)
<b>Vertical Datum</b>	<p><u>Orthometric:</u>  All deliverables specified below as orthometric will be referenced to the Survey of India Vertical Datum (MSL) — as determined by the published heights of local survey control marks within or adjacent to the project extent.</p> <p><u>Ellipsoid:</u>  All deliverables specified below as ellipsoidal will be in terms of the WGS84 reference frame. The source of the ellipsoidal height control shall be explained in the 'Post-Survey Spatial Accuracy Report'</p>
<b>Geoid Model</b>	EGM2008 shall be used to derive Orthometric heights from ellipsoidal data.



## 11. Data Processing Methodology for Bidders:

Bidders are required to follow a structured data processing approach to ensure accurate project deliverables:

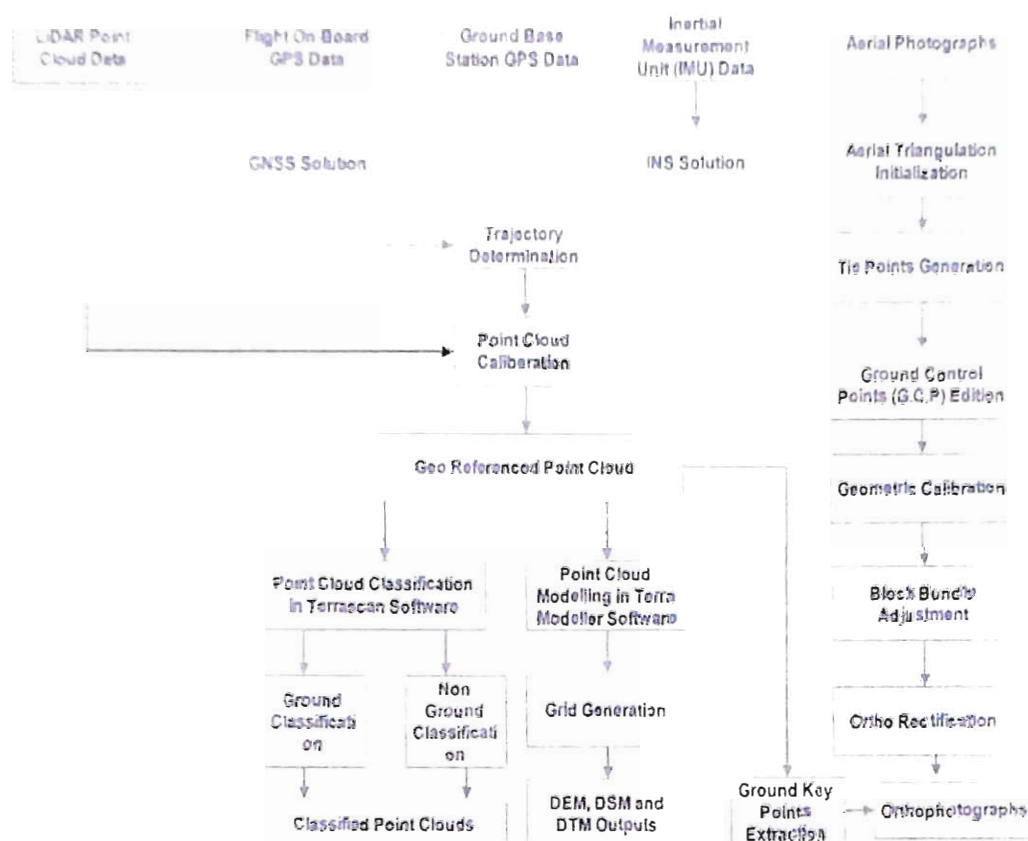
- a. *Trajectory Determination:* Process differential GNSS data to establish sensor trajectories along the flight path.
- b. *Trajectory Refinement:* Refine these trajectories using Inertial Measurement Unit (IMU) data with POSPAC software for enhanced accuracy.
- c. *Point-Cloud Data Production:* Combine laser ranges and GNSS/IMU positions to create detailed point-cloud data representing the survey's spatial information.
- d. *Data Classification:* Use LiDAR processing software to categorize point-cloud data into ground, vegetation, and buildings based on intensity and coordinates.
- e. *Contouring and DTM/DEM Generation:* Employ processing techniques to generate accurate contour maps and Digital Terrain/Elevation Models.
- f. *Orthophoto Production:* Merge and rectify orthophotos, ensuring geometric correction for accurate mapping.

All data must adhere to UTM projection and WGS84 standards. The methodology includes essential steps and any additional processing needed to meet the project's specific requirements.





## Aerial LiDAR Processing Methodology



### 12. Automated Ground/Non-Ground Classification Requirements:

Bidders are required to implement an automated process for classifying ground and non-ground points from the original, raw LiDAR data to mitigate DTM artifacts. This process involves:

s

- a. **Automated Artifact Removal:** Raw LiDAR data must be processed using automated techniques to eliminate artifacts, followed by manual data verification. The project area will be divided into 1 km<sup>2</sup> tiles, each estimated to contain approximately 6,000,000 LiDAR returns, stored in binary files ranging from 100-200 MB.
- a. **Point Classification:** Utilize specialized software equipped with macros for analyzing point angles and distances. This analysis facilitates the accurate classification of points as ground, vegetation, buildings, or other, with the flexibility to adjust classification aggressiveness based on angle and distance criteria.  
All unclassified points, not identified as ground or containing errors, will be categorized into a non-ground class. The bidder shall ensure the application of these methodologies to enhance the accuracy and integrity of the DTM data produced for the project.

### 13. Classification of LiDAR Data Points:

Bidders must adhere to the following guidelines for classifying LiDAR data points to ensure the accuracy of the Digital Terrain Model (DTM):





- a. **Error Points Identification:** Bidders will identify error points, characterized as high spikes or low pits, which deviate significantly (beyond 3sigma) from the dataset. Factors such as clouds, birds, pollution, or data noise contributing to these outliers must be addressed.
- b. **Ground Points Classification:** Points with the lowest Z values, after considering iteration angles and distances, will be classified as ground points. However, not all minimum Z values qualify as ground points; the classification depends on whether a point reaches the ground surface or is obstructed by vegetation or other structures. No distinction will be made between points on roads or paved surfaces and those on natural ground.
- c. **Non-Ground Points Determination:** Points likely to represent buildings will be classified based on a narrow iteration angle near 90° and proximity to adjacent points. This category includes structured, regularly shaped constructions like buildings and bridges but excludes road surfaces. Points not identified as errors, ground, or buildings will be classified as vegetation.

The bidder is required to implement these classification protocols meticulously, utilizing appropriate software and techniques to refine the DTM's accuracy and reliability.

#### **14. Ortho-Photo Production Requirements:**

Bidders shall generate high-quality ortho-photos from aerial imagery, ensuring each photograph is geometrically corrected to have a uniform scale and combines the detailed attributes of a map with the visual representation of a photograph. Special cameras will be used during flights specifically for ortho-photo production.

The essential process for photogrammetric processing starts with Aerial Triangulation, a critical step for utilizing aerial imagery in photogrammetric analysis. Bidders are required to perform the following tasks:

- a. **Interior Orientation:** Establish the geometric relationship between the camera and the captured image.
- b. **Tie Points Creation:** Generate both automatic and manual tie points to aid in aligning and stitching the imagery.
- c. **Control Points Measurements:** Accurately measure control points on the ground that are visible in the aerial photographs.
- d. **Bundle Block Adjustment:** Adjust and refine the entire block of images and tie points to ensure accurate representation and alignment.



**SECTION-VIII**

**Annexure-I: Cover Letter**

*[To be submitted on Bidder Company's Letterhead]*

Date:

To:


\_\_\_\_\_  
\_\_\_\_\_

Sub:

Dear Sir,

With reference to your EOI document \_\_\_\_\_, we have thoroughly examined the Bidding Documents and hereby submit our Proposal for the specified Project. We assure that our Proposal is both unconditional and unqualified.

1. We confirm that all information provided in our Proposal, including all appendices and accompanying documents, is true, accurate, and either original or a true copy of the original.
2. Our submission is expressly intended to qualify us as the Selected Bidder for the Border Digitization Project.
3. We commit to providing MIDC Ltd with any additional information deemed necessary to supplement or verify this Proposal.
4. We recognize MIDC's right to reject our Proposal for any reason, without obligation to disclose such reason, and we waive any right to contest this decision.
5. We have reviewed the EOI Documents, including any Addendums issued by MIDC Ltd, and have no reservations.
6. We understand that MIDC Ltd reserves the right to cancel the Bidding Process at any stage, is not obligated to accept any Proposal received, nor to proceed with the Project, without bearing any liability towards the Bidders.
7. We believe we fulfill the eligibility criteria and meet all specified requirements detailed in the EOI document.
8. We irrevocably waive any right we may possess, at any stage and by any legal means, to contest or dispute any decision made by MIDC Ltd regarding the selection of the Bidder or any aspect of the Bidding Process related to the specified Project, including its terms and execution.

  
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9. We commit to maintaining the validity of this offer for a period of 180 days from the Proposal Due Date as outlined in the EOI, ensuring our readiness to proceed should we be selected.
10. We pledge to comply fully with all stipulations, terms, and conditions set forth in the EOI document, recognizing their binding nature upon our participation and potential engagement in the Project.

We submit this Proposal under and in accordance with the terms of the EOI document.

Yours faithfully,

Date:

(Signature of the Authorized signatory)

(Name and designation of the of the Authorized signatory)

Place:

(Name and rubber seal of the Bidder)

  
Managing Director  
Meghalaya Industrial  
Development Corporation Ltd  
Shillong



Annexure-II: Certificate of Authorized Signatory

CERTIFICATE AS TO AUTHORIZED SIGNATORIES

Hereby it is certified that I Mr. /Ms. .... Company  
Secretary of the firm/corporation

....., and that Mr./Ms.  
..... who has signed the above bid are authorized to  
bind the firm/corporation by authorities of its governing body.

(Company Secretary)

Date & Place:

  
Managing Director  
Meghalaya Industrial  
Development Corporation Ltd.  
Shillong



Annexure-III: Particulars of Bidder

Sr. No.	Heads	Particulars
1.	Registered Name of the Firm	
2.	Type of Firm (Proprietary Partnerships / Private/Public) <i>Please enclose self-certified copy of certificate of incorporation</i>	
3.	Complete Address of Registered Office	
4.	Date and Country of Incorporation	
5.	Number of years of operations in India	
6.	Number and locations of offices in India	
7.	Contact person details (Name, Designation, Mobile Number, Email)	
8.	Telephone Number (with ISD & STD Code)	
9.	Fax Number (with ISD & STD Code)	
10.	Brief description of the Firm including details of its main lines of business along with the brief profile of the organization	
11.	Annual turnover ( <i>Enclose Certificates duly signed by Chartered Accountant along with seal which should also clearly show the CA's membership number</i> )	
14.	Please attach copy of PAN Card/ GST Registration	
15.	Any other relevant information	

Signature of Authorised

Signatory Name of Designation of Authorised

Signatory Telephone & Mobile Number (with

ISD & STD Code)

Fax Number (with ISD & STD Code)

E-Mail

Address Official seal of  
the Company

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Shillong





Annexure-IV: Format for Request for Clarifications

**Bidder's Request For Clarification**

Name of Organization submitting request:	Name & position of person submitting request	Address of organization including phone, fax, email points of contact
<Name of bidding company>	<Name of primary contact person>	Address: Tel: Fax: E-mail:
≡ Bidding Document Reference (Volume / Section / Page No.)	Content as in EOI requiring clarification	Query / points of clarification required
1		
2		
3		
4		



### Annexure V: Bill of Quantities

Unit cost of Aerial Data acquisition, Ground control survey, data processing, digitation with standard deliverables as per scope of Selection of Agencies for Digitization of Boundary Using Aerial Lidar and Photogrammetry

#	Description	Units	Rate (In Rs)
1	a. Topographical survey including DGPS Control survey of the proposed area with basic output as Orthorectified Image (ORI). b. Digitization of the village periphery, individual households, and other relevant land use land cover details in the GIS format.	Sq Km	
	Total cost	Sq Km	
	<b>Grand Total per sq. km with 18% GST</b>		

### Annexure-VI: Summary of Profile of Key Personnel

#	Role	Qualification	Years of Experience	Profile Summary
1.				
2.				
3.				
4.				
5.				
6.				

  
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Annexure-VII: Format for Self-Declarations

**A)** Undertaking for availability of Sufficient and Competent Manpower to support the requirements in FOI

*[To be submitted on Bidder Company's Letterhead]*

Date:

To:

---

---

Sub: Undertaking for Sufficient Manpower

Dear Sir,

In accordance with eligibility requirements of this tender process, we <name of the bidding firm> wish to declare that, we have more than <number of employees> full time employees on our own payroll, competent to support MIDC's Project to execute and deliver the services as per the envisaged scope of work.

Yours faithfully,


Date:

(Signature of the Authorized signatory)

Place:

(Name and designation of the of the Authorized signatory)

(Name and rubber seal of the Bidder)

  
Managing Director  
Meghalaya Industrial  
Development Corporation Ltd.  
Shillong



**B) Format for self-declaration on "No Conflict of Interest"**

*[To be submitted on Bidder Company's Letterhead]*

Date:

To:

\_\_\_\_\_  
\_\_\_\_\_

Sub: Undertaking for No Conflict of Interest

Dear Sir,

In accordance with this EOI document, we <Name of the firm> wish to declare that we do not have any conflict of interest that may affect the current Bidding Process.

Yours faithfully,


Date:

(Signature of the Authorized signatory)

(Name and designation of the of the Authorized signatory)

Place:

(Name and rubber seal of the Bidder)

  
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**C) Format for self-declaration on Clean Track Record – No Corrupt/ Fraudulent Practices**

Date:

To:

Sub: Undertaking of Clean Track Record

Dear Sir,

With reference to the above subject, we hereby wish to inform that, <Name of the Firm> hasn't been debarred by any Central / State Government Department / Institution and there has been no litigation with any Department / PSU / Corporation in Central / State Government which may have any impact on our ability to deliver the project (if awarded) or under a declaration of ineligibility for corrupt or fraudulent practices as on date <insert>.

We hope that this undertaking provided hereinabove shall suffice the purpose. In case you need and further clarification, we would be glad to provide the same.

Yours faithfully,

Date:

(Signature of the Authorized signatory)

(Name and designation of the of the Authorized signatory)

Place:

(Name and rubber seal of the Bidder)

  
Managing Director  
Meghalaya Industrial  
Development Corporation Ltd.  
Shillong