

Notice Inviting E-Tender (NIT) Document

On

**“COMPREHENSIVE MAINTENANCE CONTRACT
OF FSI WEBSITE INCLUDING FOREST FIRE
APPLICATION AND SMS PROCUREMENT WITH
RELATED SERVICES FOR TWO YEARS”**



**Forest Survey of India
Ministry Of Environment, Forest & Climate Change
Government of India
Kaulagarh Road, P.O. - IPE
Dehradun – 248 195**

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PART - I

SECTION – 0

NOTICE INVITING E-TENDER
(NIT)



Forest Survey of India
Ministry of Environment, Forest & Climate Change
Government of India Kaulagarh Road, P.O. IPE
Dehradun – 248 195

No: 22-277/2017-FGD -6780

Dated: 5th October, 2020

SECTION-0: NOTICE INVITING E-TENDER (NIT)
(Domestic Open Competitive Bidding)

Director General, Forest Survey of India invites online electronic bids (e-tenders) under two cover systems on behalf of President of India from bidders registered in India.

“Comprehensive maintenance contract of FSI website including forest fire application and SMS procurement with related services for two years”

Tender Specification No.:

Dated: 05th October, 2020

Tender document can be viewed and downloaded from FSI website www.fsi.nic.in and <https://moefcc.euniwizarde.com>. The bid for all or any of the equipment's is to be submitted **online only** on <https://moefcc.euniwizarde.com> up to the last date and time of submission of bids. Sale of hard copy of tender document is not applicable.

The offers, in the prescribed format, shall be submitted online at <https://moefcc.euniwizarde.com> as per the tender document. No Quotations will be accepted in hard copy, fax, e-mail or any other such means. The intending bidders must be registered with e-22-277/2017-FGD-6780tender website <https://moefcc.euniwizarde.com>. The tender document is also available Forest Survey of India's website (www.fsi.nic.in) for reference only but not for any submission and Ministry of Environment, Forest and Climate Change website: <http://envfor.nic.in/> for reference only but not for submission. However, for the purpose of submission, the website <https://moefcc.euniwizarde.com> should be referred to. Notice Inviting Tender can also be seen on CPP Portal <https://eprocure.gov.in/epublish/app>.

1. Brief Details & Critical Dates of Tender:

1.1 Brief Details of Tender:

S. No.	Item	Description
(i)	Name of work	"Comprehensive maintenance contract of FSI website including forest fire application and SMS procurement with related services for two years"
(ii)	Tender specification no	22-277/2017-FGD-6780 Dated: 5th October, 2020
(iii)	Mode of tendering	e-Tendering system (Open Tender)
(iv)	Tender ID	22-277/2017-FGD-6780
(v)	Cost of bidding document	The interested bidders will have to deposit the amount of 1000/- (non-refundable) towards tender fee through Bharat Kosh (https://bharatkosh.gov.in).
(vi)	EMD (Bid Security)	The scanned copy of the DD/ Bank Guarantee of Earnest Money Deposit (EMD) of ₹20,000/- (Rupees Twenty Thousand only) in the form of Demand Draft With Minimum three months Validity in favour of Assistant Director (Accounts), Forest Survey of India, Kaulagarh Road ,PO - IPE, Dehradun – 248 195. All Micro and Small Enterprises (MSEs) are exempted from EMD and tender fee.
(vii)	Completion Period / Schedule	Within one week from the issue of supply order.
(viii)	Required validity of Bid	60 Days from the date of bid submission.
(ix)	Tender Inviting Authority	Director General, Forest Survey of India, Kaulagarh Road, P.O. - IPE, Dehradun, Uttarakhand – 248195
(x)	Tender Processing Fee	`3,540/- Including GST (Shall be paid to ITI), Non refundable
(xi)	Registration Charges	`2,360/- Including GST Non refundable

1.2 Important Dates of Tender:

S. No.	Particulars	Date & Time
(i)	Publish/Upload date and time	05 th October 2020, 15:00 Hrs
(ii)	Sale / Document Download Start Date & Time	05 th October 2020, 15:00 Hrs
(iii)	Date of online Pre-bid e-mail-id: ddsm@fsi.nic.in for link	12 th October 2020, 11:00 Hrs
(iv)	Online Bid Submission Start Date & Time	13 th October 2020, 09:00 Hrs
(v)	Online Bid Submission Last Date & Time	20 th October 2020, 17:00 Hrs
(vi)	Last date of submission of cost of bidding document, EMD and other offline supporting documents to Director General, Forest Survey of India, Kaulagarh Road, P.O-IPE, Dehradun, Uttarakhand- 248195	21 st October 2020, 15:00 Hrs
(vii)	Date and time for opening online Technical bid	23 rd October 2020, 15:00 Hrs
(viii)	Date and time for opening online Financial bid	To be notified after technical evaluation.

1.3 Technical specifications and details

Given in Part- II

1.4 Eligibility Criteria for Bidders:

S No	Basic Requirement	Specific Requirements	Documents Required
1.	Legal Entity	<p style="text-align: center;">The Sole Bidder OR Consortium</p> <ul style="list-style-type: none"> • Maximum 2 members are allowed in a consortium including Lead Member. • Lead Member should be registered in India under Companies Act 1956/2013/ LLP Act 2008/Society Act or as amended and should have been in operation for at least 5 years as on date of submission of the bid. • Consortium member either should be registered in India under Companies Act 1956/2013/ LLP Act 2008 or as amended 	<ul style="list-style-type: none"> • Copy of Certificate of Incorporation /Registration under Companies Act, 1956/2013/ GSTIN Registration Certificate. Or • Consortium agreement clearly stating the roles and responsibilities of each member Or • Authorisation letter / power or attorney for signing of bid document.
2.	Turnover	The Sole Bidder should have average annual Turnover of ₹ 50 Lakh for last 3 financial years.	<ul style="list-style-type: none"> • Audited and Certified Balance Sheet / CA Certificate. • MSEs are exempt for this criteria. • ITR of last three years

3.	Blacklisting	As on date of submission of the proposal, the Sole Bidder or each members of the consortium member, in case of a Consortium, shall not be under a declaration of ineligibility for corrupt or fraudulent practices with any of the State government/ Central Government / semi government / PSU / Municipal agencies in India at the time of submission.	Self-undertaking by the authorized signatory as per the format given as Annexure - 4
4.	Experience	The Sole Bidder or the Lead Member of consortium/ other consortium member should have successfully completed at least 1 similar project.	<ul style="list-style-type: none"> • Copy of work orders • Completion certificate • MSEs are exempt for this criteria.
5.	Local Working Office	Bidder must furnish address proof of the local working office in Dehradun	Valid Address proof

2.1 Bids of those Bidders who have not submitted the requisite Cost of bidding document and EMD (as per Instructions to Bidders (ITB) Clause) shall not be considered for evaluation, except in case of exemption as given to MSEs and Start-up.

2.2 Bids of those Bidders who are not a Manufacturer of quoted items and services and have not submitted the OEM MAF/Authorisation certificate including MSEs/Start-up shall not be considered and bids of those bidders will be rejected straightaway.

2.3 The reference date for considering the period for eligibility / qualification requirements above shall be the last day of the month previous to the one in which tenders are invited.

2.4 Forest Survey of India will issue custom duty exemption certificate. Other expenses, if any, regarding custom clearance shall be borne by the supplier.

3.0 The details/ information regarding online tendering i.e. Registration on <https://moefcc.euniwizarde.com> portal, Preparation of Bid and Submission of bid are available in the tender document and as well as on CPP Portal under 'Bidders Manual Kit'.

4.0 FSI reserves the right to reject any or all tenders and shall not be bound to assign any reason for such rejection.

**Deputy Director (SM),
Forest Survey of India,
Phone No.: +91-135-2757158
E-mail: ddsd@fsi.nic.in**

SECTION – I

INSTRUCTIONS TO BIDDERS
(ITB)

SECTION-I: INSTRUCTIONS TO BIDDERS (ITB)

1.0 INTRODUCTION

1.1 Forest Survey of India (FSI) a premier national level organization under the Ministry of Environment, Forest & Climate Change, Government of India, hereinafter referred to as the **'Tenderer'** will receive bids for "Comprehensive maintenance contract of FSI website including forest fire application and SMS procurement with related services for three years" as set-forth in the specifications. The bid will be received, opened and evaluated online in electronic form through MoEF & CC's E-tendering portal i.e. <https://moefcc.euniwizarde.com>. Bid shall be prepared and submitted in accordance with the instructions contained in this Section.

1.2 This section of the bidding document provides the information necessary for Bidders to prepare online responsive bids, in accordance with the requirements of the Purchaser. It also provides information on online bid submission, opening, evaluation and contract award.

1.3 INSTRUCTION FOR ONLINE BID SUBMISSION:

This tender document has been published on the E-wizard portal <https://moefcc.euniwizarde.com>. The bidders are required to submit soft copies of their bids electronically on the E-wizard Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the E-wizard Portal, prepare their bids in accordance with the requirements and submitting their bids online on the E-wizard Portal. More information useful for submitting online bids on the E-wizard Portal may be downloading from "Download" section available on home page on <https://moefcc.euniwizarde.com/>

1.3.1 REGISTRATION:

- (i) The Bidder is requested to visit the link Bidders Manual Kit' at <https://moefcc.euniwizarde.com> and Central Public Procurement (CPP) Portal (URL: <http://eprocure.gov.in/eprocure/app>) .
- (ii) Bidders are required to enroll on the e-Procurement Portal (URL:<https://moefcc.euniwizarde.com>)with clicking on the link "Online bidder Registration" on the e-tender Portal by paying the Registration fee of Rs. 2360/- per year through online banking.
- (iii) As part of the enrolment process, the Bidder will be required to choose a unique username and assign a password for their accounts.
- (iv) During enrolment/ registration, the Bidder should **provide the correct/ true information** including valid email-id & mobile no. All the correspondence shall be made directly with the Contractors/ Bidders through email-id provided.
- (v) For e-tendering, possession of valid Digital **Signature Certificate** (Class III Certificates with Signing +Encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- (vi) Upon enrolment on e-procurement portal (URL:<https://moefcc.euniwizarde.com>) for e-tendering, the Bidder has to register their valid Digital Signature Certificate with their profile.
- (vii) Only one valid DSC should be registered by a Bidder. Bidders are responsible to ensure that they do not lend their DSCs to others, which may lead to misuse and should ensure safety of the same.
- (viii) Bidder can then log into the site through the secured login by entering their user ID/ password and the password of the DSC/ e-Token.

1.3.2 SEARCHING FOR TENDER DOCUMENTS

1) Bidder can search any tender by clicking on “Live Tender” under search option on Home Page. Once the bidders have selected the tenders they are interested in, they may download the required documents after clicking on “Tender Document”.

2) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

3) The Bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/ help from the Helpdesk.

1.3.3 PREPARATION OF BIDS:

(i) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

(ii) Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.

(iii) Bidders should get ready in advance the bid documents to be submitted as indicated in the tender document/schedule in pdf/xls/rar/zip/ jpg/ dwf formats. If there is more than one document, they can be clubbed together using zip format. Bid documents may be scanned with 100 dpi with black and white option, which helps in reducing size of the scanned document.

(iv) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such documents (e.g. GST registration copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Document” available to them to upload such documents. These documents may be directly attached from the “My Document” library while submitting a bid, and need not be uploaded repeatedly. This will lead to a reduction in the time required for bid submission process.

1.3.4 SUBMISSION OF BIDS:

(i) Bidder should log into the site well in advance for bid submission so that he/ she upload the bid in time i.e. on or before the bid submission time.

(ii) Bidder should prepare the Cost of bidding document/ EMD as per the instructions specified in the tender document. The original Cost of bidding document/ EMD should be posted/ couriered/ given in person to the concerned official, latest by the last date of bid submission or as specified in the NIT/ tender documents. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid shall be liable for rejection.

(iii) Bidders should select the payment option as “offline” to pay the Cost of bidding document/ EMD and enter details of the DD/BC/BG.

(iv) Bidder should digitally sign and upload the required bid documents one by one in respective “Tender Cover” as indicated in the tender document.

(v) Bidders should note that, the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without

any exception and have understood the complete tender document and are clear about the requirements of the tender document.

(vi) Bidders are requested to note that each document to be uploaded for the tender should be less than 2 MB. If any document is more than 2 MB, it can be reduced through zip/rar and the same can be uploaded. For the file size of less than 1 MB, the transaction uploading time will be very fast.

(vii) Utmost care shall be taken for uploading 'Schedule of Quantities & Prices' and any change / modification of the price schedule shall render it unfit for bidding.

Bidder shall download the Schedule of Quantities & Prices i.e. BOQ_XXXX.xls, in XLS format and save it without changing the name of the file. Bidder shall fill their respective rates in figures (financial quotes) and other details (such as name of Bidder) in light blue background cells, thereafter save and upload the file online in financial/price bid (Finance) cover without changing the filename. No other cell should be changed.

Bidders are requested to note that they should necessarily submit their financial bids in the 'Finance' cover in the format provided and no other format is acceptable. **If the template of "Schedule of Quantities & Prices" file is found to be modified/ tampered by the Bidder, the bid shall be rejected and further dealt as per provision of clause no. 12.0 of ITB including forfeiture of EMD.**

The Bidders are cautioned that uploading of financial bid elsewhere i.e. other than in financial cover shall result in rejection of the tender.

(ix) Bidder should submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the Bidder at the eleventh hour.

(x) After the bid submission (i.e. after clicking —Freeze Bid Submission in the portal), the Bidder should take print out of system generated acknowledgement number, and keep it as a record of evidence for online submission of bid, which will also act as an entry pass to participate in the bid opening.

(xi) Bidder should follow the server time being displayed on Bidder's dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system.

(xii) All the documents being submitted by the Bidder would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers / bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

1.3.5 ASSISTANCE TO BIDDERS:

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to inviting authority of the tender.

2) Any queries relating to the process of online bid submission or queries relating to e-tendering Portal in general may be directed to the e-Wizard Helpdesk. The contact number for the helpdesk is **Mr. Amrendra Kumar: 0355030628, Email:ewizardhelpdesk@gmail.com, Ph: 011-49606060,**

Toll Free Number 1800-3070-2232.

2.0 Cost of bidding document:

2.1 Complete bid document can be viewed and downloaded from FSI website www.fsi.nic.in or <https://moefcc.euniwizarde.com> and Central Public Procurement (CPP) Portal <https://eprocure.gov.in/eprocure/app>. The interested bidders will have to deposit the amount of Rs. 1000/- (non-refundable) towards tender fee through bharat kosh (<https://bharatkosh.gov.in>). The bidder shall fill the Cost of bidding document details online and submit DD to Tender Inviting Authority i.e. Director General, Forest Survey of India, Kaulagarh Road, P.O IPE, Dehradun-248195 Phone No.: [+91-135-2754507](tel:+91-135-2754507), E-mail: dgfsi@fsi.nic.in on or before the date as specified in NIT.

2.2 The Bidder shall bear all costs associated with the preparation and submission of his bid, and the Purchaser will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

3.0 Bid Security / Earnest Money Deposit (EMD)

3.1 Bidder shall submit along with the bids, the requisite Bid Security / EMD for an amount of ₹ 20,000/- (Rupees Twenty Thousand only) each as given in NIT appended hereto. Bid security / EMD may be deposited in the form of Crossed Demand Draft/ Bank Guarantee in favour of 'Assistant director (Accounts)' FSI Kaulagarh Road, PO - IPE, Dehradun. Failure to do so may prevent a tender from being considered.

Micro and Small enterprises (MSEs) Units registered with NSIC under their Single Point Registration Scheme having Udyog Aadhar Memorandum for the goods / services are exempted from furnishing the Bid Security / EMD.

They should furnish with the Bid (**both online and offline**) a Notarized copy of the valid registration certificate / Entrepreneurs memorandum (EM-II) details / other relevant documents issued by above board / body in their favors, for the goods / services covered under this Tender document. No other bidders are exempted from furnishing Bid Security / EMD as mentioned above.

Start-ups as recognized by Department of Industrial Policy & Promotion (DIPP) are exempted from furnishing the bid Security/ EMD. They should furnish with the Bid a Notarized copy of the valid certificate of recognition issued by DIPP. No other bidders are exempted from furnishing Bid Security / EMD except as mentioned elsewhere in the document.

3.2 The bidders shall not be entitled, during the period of validity of their offers without the consent in writing of the Purchaser, to revoke or withdraw their bids or vary in any respect their offer or any terms and conditions thereof. In case of a bidder revoking or withdrawing his Bid or varying any terms and conditions in regard thereto, without the consent of the Purchaser in writing during the period of validity of his offer, the Purchaser shall forfeit the Bid Security / EMD furnished by the bidder along with his offer.

In addition to this the bidder may at the discretion of the Purchaser, be debarred from bidding for a period as may be considered fit by the Purchaser, against any Bid that might be invited by the Purchaser in future. The Purchaser will also be within its rights to circulate the information, at its discretion to other prospective purchasers about the bidder having withdrawn his offer within the validity period.

3.3 Bids received unaccompanied by either an acceptable Bid Security / EMD or a notarized photocopy of valid certificate of registration stated as above shall be rejected as being non-responsive.

3.4 Bid Security / EMD of the successful bidder will be returned when the bidder has furnished requisite Performance Guarantee as stipulated in Terms and Conditions of Contract (T&C). Bid Security / EMD of bidders who are not qualified for opening of price bid shall be returned within 15 days after such notification. The Bid security / EMD of all the unsuccessful bidders whose price bid has been opened will be returned within 15 days of notification of the award of Contract to the successful bidder. The Earnest Money of unsuccessful bidders shall be remitted by the Employer in the account mentioned in ECS Form (Annexure-IV) through ECS mode.

3.5 The Bid Security / EMD shall be forfeited:

- (a) If the Bidder withdraws its bid or varies any terms & conditions, without the consent of the Purchaser, in regard thereto during the period of Bid validity specified by the bidder; or
- (b) If the bidder indulges in Corrupt, Fraudulent, Collusive or Coercive practice(s) as mentioned in the clause 12.0 of ITB; or
- (c) If the bidder does not accept the correction of its Bid Price pursuant to ITB Sub-Clause 10.7; or
- (d) If the successful bidder having been notified of the acceptance of its Bid by the Purchaser during the period of Bid validity refuses to accept / execute the Order or fails to enter into Contract Agreement when required; or
- (e) In the case of a successful Bidder, if the Bidder fails within the specified time limit to furnish the required Performance Security in accordance with T&C.

4.0 The bidder shall prepare the bid and submit the bid online only on —**Electronic Tendering System**” in following manner:

4.1 ONLINE SUBMISSION:

4.1.1 Cover-1: Techno-commercial bid:

Online bids should be submitted containing scanned copy of following document in Cover-1:

- i) All Documents establishing conformity to the Eligibility Criteria as mentioned at Clause 2.0 of ITB.
- ii) Demand Draft/Banker's Cheque/Notarized copy of valid relevant MSEs Certificate towards Cost of bidding document.
- iii) Demand Draft/Banker's Cheque/Bank Guarantee/Notarized copy of valid relevant MSEs Certificate towards Bid Security / EMD.
- iv) Annexure – I: Bid Performa & Annexure – III (Self Declaration by the Bidder)
- v) Annexure – II: Electronic Clearance System (ECS) Form.
- vi) Copy of PAN and GSTIN
- vii) Scanned copy of Power of Attorney/ Authorisation letter along with authority of executants.
- viii) Annexure – III: Declaration regarding applicability of Micro, Small & Medium Enterprise under MSMED Act, 2006 along with notarized copy of the certificate.
- ix) Annexure – IV: Declaration regarding applicability of Start-Ups under Start-Up India Initiative alongwith notarized copy of certificate.

4.1.2 Cover-2: FINANCIAL BID (PRICE-BID)

The Financial Bid (Price Bid) shall be submitted in electronic form in conformity with the tender specifications on the portal only by the time & date as specified in NIT. The financial cover shall contain price bid in the enclosed “**Schedule of Quantities & Prices**” i.e. **BOQ_XXXX.xls**. The quoted rates should be in Indian Rupee and shall be written in figures in **BOQ_XXXX.xls**.

Submission of the Financial Bid (Price Bid) by any other means shall not be accepted by the Purchaser in any circumstances.

Online submission of the bid will not be permitted on the portal after expiry of submission time and the Bidder shall not be permitted to submit the same by any other mode.

4.2 OFFLINE SUBMISSIONS:

Hard copy / Supporting documents:

The scanned copies of all the offline documents (hard copies) are to be uploaded online on the portal along with the Bid as provided in ITB clause 5.1.

i) DD / Banker's Cheque / Notarized copy of valid relevant MSEs Certificate towards cost of bidding document.

ii) DD / Banker's Cheque / Notarized copy of valid relevant MSEs Certificate towards Bid Security / EMD.

iii) Power of Attorney alongwith authority of the executants.

Hard copy of online documents, if desired by the Purchaser, shall be submitted by the bidder in due course of time.

These envelope(s) shall not contain anything else. This part of bid should not contain any **“Price information”**.

If any discrepancy is found between the Hard Copies of the offline documents viz. DD towards Cost of bid document & DD towards Bid Security / EMD, Power of Attorney and scanned copy of same uploaded online then the online bid shall be liable for rejection.

4.3 The online bid (Techno-commercial Bid and Price Bid) shall be submitted upto the due date & time indicated in the NIT or any extension thereof. Offline documents (as specified at Clause No. 5.2 above) in Physical Form shall be received by the Purchaser at the address specified in Invitation for Bids (Notice Inviting e-Tender) not later than the time and date stated in the Invitation for Bids or any extension thereof. In the event of the specified date for submission of Offline documents being declared a holiday for the Purchaser, the same will be received upto the appointed time on next working day. However, the date and time for online submission of the Bids shall continue to be the date and time specified or amended, if any.

4.4 The Purchaser reserves the right to itself to postpone and/or extend the date of receipt or to withdraw the Bid notice, without assigning any reason thereof, entirely at its discretion. In such an event, bidders shall not be entitled to any compensation, in any form whatsoever.

5.0 Bid Performa:

The bidder should fill in the Bid Performa appended as Annexure-I herewith and submit the same online

6.0 ECS Form:

Bidders are required to submit duly filled in ECS Form appended as **Annexure-II** herewith and submit the same online.

7.0 Bidders can submit their bids for all or any of the equipment listed in 15.0 of Section-II.

8.0 Online opening of Bids by Purchaser:

8.1 The Purchaser will open the Bids online on the date as specified in NIT or any extension thereof. In the event of the specified date or amendment if any for the opening of bids/offline documents being declared a holiday for the Purchaser, the opening shall be carried out at the specified time on the next working day.

8.2 Initially, the 'Techno-Commercial Bid' shall be opened and the 'Price Bid' of only those bidders whose Techno-Commercial bid is acceptable to the Purchaser shall be opened online subsequently. The decision of the Purchaser is final and binding in this regard.

9.0 Evaluation of Bids:

9.1 Part bids i.e. bids for supply of part of the procurements will not be considered for evaluation. The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed and whether the bids are generally in order and conforms to all the terms, conditions and specifications of the bid documents without any deviations.

The Purchaser will, thereafter check and ascertain whether the bidder fulfils the Eligibility criteria and other requirements as specified in the tender. The Bids submitted by the Bidders who meet the Eligibility Criteria shall only qualify for consideration and further technical evaluation by the Purchaser.

The Purchaser's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence. If a Bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

9.2 Prior to the detailed evaluation, the Purchaser will determine whether each bid is of acceptable quality, is generally complete and is substantially responsive to the bidding documents. For purposes of this determination, a substantially responsive bid is one that conforms to all the terms, conditions and specifications of the bidding documents without material deviations, objections, conditionality's or reservations.

A material deviation, objection, conditionality or reservation is one:

- (i) that affects in any substantial way the scope, quality or performance of the Contract;
- (ii) that limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the successful Bidder's obligations under the Contract; or
- (iii) whose rectification would unfairly affect the competitive position of other Bidders who are presenting substantially responsive Bids.

The Purchaser may waive any minor informality, non-conformity or irregularity in a Bid that does not constitute a material deviation, and that does not prejudice or affect the relative ranking of any Bidder as a result of the technical and commercial evaluation, as per clause 9.1 of ITB.

Also, if any discrepancy is found between the Hard Copies of the offline documents viz. DD towards cost of bid document & DD towards Bid Security / EMD, Power of Attorney, and scanned copy of same uploaded online, then the online bid may be liable for rejection.

9.2.1: Scoring for Technical Evaluation:

The Technical evaluation committee appointed by DG, FSI will carry out its evaluation applying the evaluation criteria and point system. Each responsive proposal will be attributed a technical score (St.).

{Refer Section-II point 15.0}

9.3 During bid evaluation, the Purchaser may ask the bidder for clarification of his bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered or permitted.

9.4 The bidder shall quote for the individual items mentioned in the Price Bid. The evaluation of the bids shall be done based on the total price as per BOQ XXXX: Schedule of Quantities & Prices of Section-III but quotation of each item is necessary in the financial bid.

9.5 All applicable taxes, duties and levies as mentioned in BOQ XXXX i.e. Schedule of Quantities & Prices of Section-III shall be considered for the purpose of evaluation of bids.

9.6 Any adjustments in price that result from the above procedures shall be added, for purposes of comparative evaluation only, to arrive at an 'Evaluated Bid Price'. Bid prices quoted by Bidder shall remain unaltered.

9.7 Arithmetical errors will be rectified on the following basis:

If there is a discrepancy between the unit price and the total price which is obtained by multiplying unit price and quantity, or between sub-total and the total price, the unit or sub-total price as the case may be shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figure of the unit rates, the unit rates in words will prevail. If bidder does not accept the correction of errors, its bid will be rejected and the Bid Security / EMD will be forfeited in accordance with ITB sub-clause 4.5.

9.8 Scoring for Financial Evaluation:

The evaluation committee will determine if the financial proposals are complete and without computational errors. The lowest financial proposals (Fm) will be given a financial score (Sf) of 100 points. The financial scores of other proposals will be computed as follows $S_f = 100 \times F_m / F$ (Where F is amount of financial proposal).

9.9 Ranking of Bids:

Bids will finally be ranked according to their combined technical (St) and financial (Sf) scores using the formula $S = S_t \times T\% + S_f \times F\%$. The weight (T%) given to the Technical Proposal is 60%. The weight (F%) given to the Financial Proposal is 40%.

9.10 Technical and Financial evaluation will be done in a composite manner taking into consideration the proposal

10.0 Award Criteria & Purchaser's Right to accept any bid and to reject any or all Bids

10.1 The Purchaser reserves the right to accept or reject any bid, or cancel/ withdraw invitation to Bid for any reason including National Defence and security conditions, and annul the Bidding process and reject all bids at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders. However, the Bidder(s), who wish to seek reasons for such decision of cancellation/ rejection, shall be informed of the same by Purchaser unless its disclosure reasonably could be expected to affect the sovereignty and integrity of India, the security, strategic, scientific or economic interest of the State, relation with foreign state or lead to incitement of an offence.

10.2 The Purchaser shall not be bound to accept the lowest or any bid and reserves to itself the right of accepting whole or a portion of any of the bid as it may deem fit, without assigning any reason thereof.

10.3 Canvassing in any form or any approach, official or otherwise, by the Bidder to influence the consideration of his bid shall render the bid liable to summarily rejection.

10.4 Subject to ITB Clause 11.1 and 11.2, the Purchaser shall award the contract to the successful Bidder whose bid has been determined to be substantially responsive and to be the highest ranked bid, further provided that the Bidder is determined to be qualified to perform the contract.

10.5 The scoring arrived at in terms of clause 10.0 shall be considered for the comparison and evaluation of the bids. However, for the purpose of award of work, the combined ranking as per clause 10.0 of ITB shall be considered.

11.0 Corrupt, Fraudulent, Collusive or Coercive Practices

It is expected from the Bidders/ Suppliers/ Contractors that they will observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy:

(a) For the purpose of this provision, the terms set forth below shall mean as under:

(i) "**corrupt practice**" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution; and

(ii) "**Fraudulent practice**" means a misrepresentation/ omission of facts in order to influence a procurement process or the execution of a contract.

(iii) "**Collusive practice**" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Purchaser, designed to establish bid prices at artificial, non-competitive levels; and

(iv) "**Coercive practice**" means harming or threatening to harm, directly or indirectly, person or their property to influence their participation in a procurement process or affect the execution of a contract;

(b) A Bid may be rejected by the Purchaser if it is determined at any stage that the respective Bidder has engaged in corrupt, fraudulent, collusive and coercive practices as mentioned above in competing for the contract in question.

(c) The Purchaser may declare a bidder ineligible, either indefinitely or for a stated period of time, if it at any time determines that the firm has engaged in corrupt or fraudulent practices, Collusive and Coercive practices in competing for, or in executing, a contract.

(d) **Banning of Business Dealings:** It is not in the interest of FSI to deal with Agencies who commit deception, fraud or other misconduct in the tendering process and/or during execution of work undertaken. The grounds on which Banning of Business Dealings can be initiated are as follows:

(i) If the security consideration, including questions of loyalty of the Agency to FSI so warrants;

(ii) If the director/owner of the Agency, proprietor or partner of the firm, is convicted by a court of law for offences involving moral turpitude in relation to its business dealings with the Government or any other public sector enterprises, during last five years;

(iii) If the Agency has resorted to Corrupt, Fraudulent, Collusive, Coercive practices including misrepresentation of facts and violation of the any provisions provided in the Contract;

(iv) If the Agency uses intimidation / threatening or brings undue outside pressure on FSI or its official for acceptance / performances of the job under the contract;

(v) If the Agency misuses the premises or facilities of the FSI, forcefully occupies or damages the FSI's properties including land, water resources, forests / trees or tampers with documents/records etc.;

(vi) If the Agency does not fulfill the obligations as required under the Contract and Violates terms & conditions of the contract which has serious affect for continuation of the Contract.

(vii) If the work awarded to the agency has been terminated by FSI due to poor performance of the contract in the preceding 5 years.

(viii) If the Central Vigilance Commission, Central Bureau of Investigation or any other Central Government investigation Agency recommends such a course in respect of a case under investigation or improper conduct on agency's part in matters relating to the FSI or even otherwise;

(ix) On any other ground upon which business dealings with the Agency is not in the public interest.

(x) If business dealings with the Agency have been banned by the Ministry of Environment, Forest & Climate Change, Government of India OR any PSU/ any other authority under the MOEF&CC if intimated to FSI or available on MOEF&CC Website, the business dealing with such agencies shall be banned with immediate effect for future business dealing without any further investigation.

(Note: The examples given above are only illustrative and not exhaustive. The Competent Authority may decide to ban business dealing for any good and sufficient reason).

12.0 Check List (This Check List duly tick marked shall be submitted online)

S. No.	Document Required	Action required	Submitted Please tick (✓)
1.	Notarized copies of Documentary evidences in Support of the qualification criteria as per ITB Clause No. 2.0.	To be uploaded online.	
2.	Cost of bidding document	To be submitted in hard copy and uploaded online.	
	(i) DD amounting to ₹_____ /-		(i)
	Or		Or
	(ii) Notarized copy of valid Certificate towards exemption of Cost of bidding document.		(ii)
3.	Bid Security / EMD	To be submitted in hard copy and uploaded online.	
	(i) DD Amounting to ₹_____ /-		(i)
	Or		Or
	(ii) Notarized copy of certificate towards exemption of Bid Security / EMD.		(ii)
4.	Power of Attorney along with authority of executants.	To be submitted in hard copy and uploaded online.	
5.	ECS Form	To be uploaded online duly filled in.	
6.	PAN - Copy of PAN card	To be uploaded online	
7.	GST - Copy of GST certificate	To be uploaded online	
8.	MSMED declaration as per Performa.	To be uploaded online duly filled in	

S. No.	Document Required	Action required	Submitted Please tick (✓)
9.	Bid Performa	To be uploaded online duly filled in	
10.	Schedule of Quantities & Prices i.e. Financial Bid (Price Bid) of Section-III	To be filled online	
11.	Copy of Authorized Dealer Certificate from OEM	To be uploaded online duly filled in	

Four Key Instructions For Bidders:

Note: The following **Four Key Instructions for Bidders** must be assiduously adhered to:

- i) Obtain individual Digital Signature Certificate (DSC or DC) well in advance of tender submission deadline.
- ii) Register your Organization on <https://moefcc.euniwizarde.com> portal well in advance of tender submission deadline.
- iii) Get your Organization's concerned executives trained on <https://moefcc.euniwizarde.com> portal well in advance of tender submission deadline.
- iv) Submit your bids well in advance of tender submission deadline on portal (There could be last minute problems due to internet timeout, breakdown, etc.) While the first three instructions mentioned above are especially relevant to first-time users of portal, the fourth instruction is relevant at all times.

Note: Electronic procurement system will not allow any Bidder to place their bids after the expiry of scheduled date & time. FSI/ NIC-CPPP shall not be responsible for any delays/ problems related to bandwidth, connectivity etc., which are beyond the control of the FSI/ NIC-CPPP."

BID PERFORMA

S. No.	Description of information	Replies by the bidder					
1.	Name of the firm	:					
2.	Complete address of Regd./ Head Office	:					
	i) Postal	:					
	ii) Telephone/ Fax	:					
	iii) E-mail	:					
3.	Former name of the Firm (in any)	:					
4.	Type of the firm (Proprietary/ Partnership/ Private Ltd. Co. / Public Ltd. Co.)	:					
5.	Whether MSE or Start-Up (tick in the appropriate box)	:	<table border="1"> <tr> <td>MSE</td> <td>Start-Up</td> </tr> <tr> <td></td> <td></td> </tr> </table>	MSE	Start-Up		
MSE	Start-Up						
6.	Year and place established	:					
7.	Are you registered with any Government/ (if yes, give details)for supply of similar items/ equipment's covered Under the Specifications	:					
8.	Have your company ever been declared Bankrupt (if yes, give details)	:					
9.	Validity period of tender, reckoned from the last date of online bid submission	:	60 days				
10.	Whether all technical particulars, drawings etc., furnished and filled in all schedules, appended to the tender documents.	:					
11.	Rate of Taxes & Duties	:	(Mention here only % rates as applicable)				
	1. Supply:						
	a) GST	:	(%)				
	b) Any other Tax, if any	:	(%)				
	2. Transportation & Insurance Charges:						
	a) GST	:	(%)				
	b) Any other taxes & duties etc.	:	(%)				
12.	Goods & Services Tax Identification No. (GSTIN)	:					

Place:_____

Date:_____

For & on behalf of

Signature :_____

Name :_____

Designation :_____

(of the authorized representative of the bidder)

Official seal of the Company:

Declaration regarding applicability of Micro, Small & Medium Enterprise under MSMED Act, 2006

DECLARATION / UNDERTAKING:

A) I/We confirm that the provisions of Micro, Small & Medium Enterprise are applicable/not applicable to us and our organization falls under the definition of:

- a. - Micro Enterprise
- b. - Small Enterprise
- c. - Medium Enterprise

Please tick in the appropriate option box and attach documents/certificate, if any.

B) I/We also confirm that we are MSEs owned by SC/ST Entrepreneurs (Strike out if not applicable)

C) I/We also undertake to inform the change in this status as aforesaid during the currency of the contract, if any.

(Authorized Representative of Firm)

Declaration Regarding Applicability of Start Ups under Start-Up India Initiative

DECLARATION / UNDERTAKING

A) I/We confirm that the provisions of Start-Up India Initiatives are:

[] Applicable to us and our organization falls under the definition of Start-Ups.

[] Not applicable to us and our organization does not fall under the definition of Start-Ups.

Please (tick) the appropriate box [] and attach documents / certificates, if any.

B) I/We also undertake to inform the change in this status as aforesaid during the currency of the contract, if any.

(Authorized Representative of Firm)

DECLARATION

1. I,..... Son/ Daughter/ Wife of
Shri..... ,
Proprietor/Director/authorized signatory of the Agency mentioned above, is competent to sign this
declaration and execute this tender document.

2. I, have carefully read and understood all the terms and conditions of the tender and undertake to abide by
them;

3. The information/documents furnished along with the above application are true and authentic to the best of
my knowledge and belief. I/we, am/ are well aware of the fact that furnishing of any false
information/fabricated document would lead to rejection of my tender at any stage besides liabilities
towards prosecution under appropriate law.

4. Certified that(Name of the Agency) is a Authorized Dealer of
.....(Name of OEM) for supply of
.....

5. Certified that the agency has not been black listed /security deposit has not been forfeited in case of the
agency during the last five years.

Signature of authorized person

Date:

Full Name:

Place:

Seal

SECTION – II

TERMS AND CONDITIONS OF CONTRACT (T&C)

Section-II: Terms and Conditions of Contract (T&C)

1.0 Scope of Work:

Comprehensive maintenance contract of FSI website including forest fire application and SMS procurement with related services for two years

Consisting of

- a) Comprehensive Maintenance and Upgradation Contract including technical support of Forest Survey of India Website for two years
- b) Annually 40 lakh Bulk SMS purchase for forest fire alert dissemination including taxes for two years (Cost of Total 80 Lakh SMS)
- c) Maintenance and need based upgradation including technical support of Forest Fire application and maintenance of forest fire dashboard for two years

Note: A firm is allowed to bid for any of the three items at Sl. No. a, b, c or all the three items. In case of more than one item, rates are to be separately quoted for each items.

2.0 Prices, Taxes & Duties:

2.1 Prices shall be Firm and on F.O.R destination basis i.e FSI, Dehradun inclusive of charges for packing, handling, forwarding, transportation, insurance and all applicable taxes and duties.

2.2 Taxes, duties and levies, as applicable twenty eight (28) days prior to deadline for submission of bids, shall be mentioned separately in Price Bid i.e. Schedule of Quantities & Prices (Section-III).

2.3 All taxes & duties mentioned in the Price Bid as per clause 2.2 above shall be paid/ reimbursed against proper invoice as per rules/documentary evidence and restricted to the total amount of Taxes and Duties in Price Bid subject to clause 2.4 below. No other taxes and duties shall be payable / reimbursable by FSI.

2.4 Statutory variation, in Taxes and Duties or levy of any new Tax after 28 (Twenty-Eight) days prior to deadline for submission of bid will be adjusted/reimbursed against production of documentary evidence.

3.0 Terms of Payment:

(i) For payment purposes, the bills should be submitted on quarterly basis after the satisfactorily report countersigned by the DD(SM) FSI.

(ii) All payments shall be made in Indian currency by means of Electronic Clearance Services.

In case of MSE:

All the payments for the supplies and/ or services [as applicable] rendered by MSEs (Micro & Small Enterprises) Supplier/ Contractor under the Contract shall be released within forty five (45) days from the day of acceptance*.

In case, payment are not released as mentioned above, FSI shall pay the principal amount plus compound interest with monthly rests from the date of immediately following the date agreed upon @ three times of bank rates as notified by Reserve Bank of India from time to time.

* **Day of Acceptance means** - day of the actual delivery of goods or the rendering of services; where any objection is made in writing by the buyer regarding acceptance of goods or services within fifteen (15) days from the date of delivery of the goods or the rendering of services, the day on which such objection is removed by the Supplier.

In case of non-MSE:

All the payments for the supplies and/or services [as applicable] rendered by non-MSEs (non-Micro & Small Enterprises) Supplier/ Contractor under the Contract shall be released within forty five (45) days from the receipt of invoice/ bills from the Contractor/ Supplier complete in all respect. In case, payment are not released as mentioned above, FSI shall pay the principal amount plus simple interest from the date immediately following the date agreed

upon @ 8% (eight percent) per annum.

4.0 Delivery Period:

The delivery schedule of equipments/ items from the date of issue of the Letter of Award / Supply order are stated as below:

1	Comprehensive Maintenance and Upgradation Contract including technical support of Forest Survey of India Website for two years	Within one week of the issue of the letter of award
2	Annually 40 lakh Bulk SMS purchase for forest fire alert dissemination including taxes for two years (Cost of Total 80 Lakh SMS)	Within one week of the issue of the letter of award
3	Maintenance and need based upgradation including technical support of Forest Fire application and maintenance of forest fire dashboard for two years	Within one week of the issue of the letter of award

Note: A firm is allowed to bid for any of the three items at Sl. No. 1, 2, 3 or all the three items. In case of more than one item, rates are to be separately quoted for each items.

5.0 Liquidated Damages:

If the Supplier fails to attain completion of the supply of the material or any part thereof within the prescribed time for completion under clause 5.0 or any extension thereof (due to delays not attributable to the Supplier), the Supplier shall pay to the Purchaser liquidated damages equal to the amount computed @ 1/2 (half) percent per week or part thereof of Contract Price. The aggregate amount of such Liquidated damages shall in no case exceed 5% of the Contract Price. However cost compensation for any time extension shall not be paid.

6.0 Performance Guarantee:

Within 28 days of receipt of Supply Order, the Supplier shall furnish to the Director General, FSI a Performance Guarantee in the form of Demand Draft/ Bank Guarantee from an Indian Nationalized Bank or any Scheduled Bank in India as per the format appended as **Annexure-A** herewith for an amount equal to (10) ten percent of the contract price by way of guarantee valid till three months beyond the warrantee period as mentioned in the Supply Order for the due and faithful performance of the contract alongwith the other terms and conditions agreed to.

The Performance Guarantee shall be released after successful completion of the warrantee period. The Performance Guarantee amount will not earn any interest for whatsoever period detained by FSI. Contractor shall communicate the following bank details to the issuing Bank for online confirmation of Bank Guarantee to be submitted in terms of this clause:

Name of the beneficiary: _____
Account No.: _____
IFSC Code: _____
Address of the Bank: _____

7.0 Inspection:

Inspection shall be carried out by Authorized representative of purchaser at the works/ premises of the supplier before dispatch of material by the supplier or at site after receipt of material (at Forest Survey of India, Dehradun). Necessary assistance for conducting the inspection shall be provided by the supplier free of cost.

(Signature of Bidder)

The Purchaser reserves to itself the right to take over the part or full contract from the Supplier after the award of the Contract or during the execution of Contract without assigning any reason.

8.0 Officer-In-Charge:

Director General, Forest Survey of India shall be Officer-In-Charge of the aforesaid contract.

9.0 Consignee:

Director General, Forest Survey of India, Kaulagarh Road, P.O- IPE, Dehradun – 248 195.
Contact No: +91-135-2754507 Fax No: +91-135-2756139, Email: dgfsi@fsi.nic.in

10.0 Paying Authority:

Assistant Director (Accounts), Forest Survey of India, Kaulagarh Road, P.O IPE, Dehradun – 248 195.

11.0 Court of Competent Jurisdiction:

Any action taken or proceedings initiated on any of the terms of this Agreement shall be only in the court of competent jurisdiction under the Local competent Court of Dehradun.

BANK PERFORMANCE GUARANTEE

Bank Guarantee

(To be stamped in accordance with Stamp Act if any, of the Country of the issuing Bank)

Bank Guarantee No.

Date

To,

[Purchaser's Name & Address]

Dear Sirs,

In consideration of the*[Purchaser's Name]* (hereinafter referred to as the Purchaser which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators and assigns) having awarded to M/s
*[Supplier's Name]* with its Registered/Head Office at..... (hereinafter referred to as the 'Supplier', which expression shall unless repugnant to the context or meaning thereof, include its successors administrators, executors and assigns), a Contract by issue of Purchaser's Letter of Acceptance No. dated and the same having been acknowledged by the Supplier, for [Contract sum in figures and words] for*[Name of the Supply]* and the Supplier having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract equivalent to(*)..... of the said value of the aforesaid supply under the Contract to the Purchaser.

We..... *[Name & Address of the Bank]* having its Head Office at (hereinafter referred to as the Bank, which expression shall, unless repugnant to the context of meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the Purchaser, on demand any and all monies payable by the Supplier to the extent of (*) as aforesaid at any time upto (@)
[days/month/year] without any demur, reservation, contest, recourse or protest and/or without any reference to the Supplier. Any such demand made by the Purchaser on the Bank shall be conclusive and binding notwithstanding any difference between the Purchaser and the Supplier or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the Purchaser and further agrees that the guarantees herein contained shall continue to be enforceable till the Purchaser discharges this guarantee or till*[days/month/year]* whichever is earlier.

The Purchaser shall have the fullest liberty, without affecting in any way the liability of the Bank under this guarantee, from time to time to extend the time for performance of the Contract by the Supplier. The Purchaser shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Supplier, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Purchaser and the Supplier or any other course or remedy or security available to the Purchaser. The Bank shall not be released of its obligations under these presents by any exercise by the Purchaser of its liberty with reference to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of the Purchaser or any other indulgence shown by the Purchaser or by any other matter or thing whatsoever which under law would, but for this provision have the effect of relieving

the Bank.

The Bank declares that this Bank Guarantees issued by the Bank, utilizing the credit limit of M/S.....(Name of contractor) and also agrees that the Purchaser at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Supplier and notwithstanding any security or other guarantee the Purchaser may have in relation to the Supplier's liabilities.

i) Our liability under this Bank Guarantee shall not exceed

ii) This Bank Guarantee shall be valid up to

iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if Purchaser serve upon Bank a written claim or demand

on or before @.....

Dated this day of 20... at.....

WITNESS

1
(Signature)
(Name)
(Official Address)
2.
(Signature)

(Name)
(Official Address)

Signed for and on behalf of the Bank

(Signature)
(Name)
(Designation with Bank Stamp)

Attorney as per Power
of Attorney No.
Dated

Communication address of the Bank
Name of the contact person
Tel. No. Fax No.
Email:

- Notes: 1. (*) This sum shall be ten percent (10%) of the Contract Price denominated in the types and proportions of currencies. (@) This date will be Ninety (90) days beyond the warrantee period as specified in the Contract.
2. The stamp papers of appropriate value shall be purchased in the name of guarantee issuing Bank.
3. Vendor's stamp with full details i.e. name of the Purchaser in whose favour this stamp paper has been purchased should invariably be mentioned on the back side of the stamp paper.
4. Bank Guarantee is required to be submitted directly to the Purchaser by the issuing bank (on Behalf of the Supplier) under the registered post (A.D.). The Supplier can submit an advance copy of Bank Guarantee to the Purchaser. However, in case of exceptional circumstances where efficient postal services are not in force, the Bank Guarantee may be submitted by the Supplier directly to the Purchaser and the issuing Bank shall submit an unstamped duplicate copy of Bank Guarantee directly under the registered post (A.D.) to the Purchaser, with a forwarding letter.

SECTION – III

SCHEDULE OF QUANTITIES & PRICES

Schedule of Quantities & Prices

Tender Inviting Authority: Director General, Forest Survey of India, Kaulagarh Road, P.O IPE,
Dehradun – 248 195

Tender Specification No: _____ **Dated:** ____/____/2018

Name of the Bidder/ Bidding Firm / Company :

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

Sl. No.	Item	Total Amount for two years(Rs)	Taxes/GST	Total Amount (in Rs.)
1	2	3	4	5
1	Comprehensive Maintenance and Upgradation Contract including technical support of Forest Survey of India Website for two years			
2	Annually 40 lakh Bulk SMS purchase for forest fire alert dissemination including taxes for two years (Cost of Total 80 Lakh SMS)			
3	Maintenance and need based upgradation including technical support of Forest Fire application and maintenance of forest fire dashboard for two years			
	Total Amount			

Note:

- All applicable taxes & duties including GST, other levies and charges etc. should be mentioned clearly.
- It is hereby confirmed that, except as otherwise stipulated in the tender Specification and statutory variations permitted as per the contract, the above unit rates and other charges as mentioned in this schedule, will remain firm till the subject supplies are completed. Further, it is confirmed that no other charges would be payable by FSI, in connection with our execution of the resultant Purchase Order.
- The "Contract Price" shall mean the total price mentioned in col. 5.
- Forest Survey of India will issue custom duty exemption certificate. Other expenses, if any, regarding custom clearance shall be borne by the supplier.
- A firm is allowed to bid for any of the three items at Sl. No. 1, 2, 3 or all the three items. In case of more than one item, rates are to be separately quoted for each items.**

SECTION – IV

SPECIAL CONDITIONS OF CONTRACT
(SCC)

SPECIAL CONDITON OF CONTRACT:

As per the supply schedule, the firm shall at its own cost send its representative to Forest Survey of India, Kaulgarh Road, P.O IPE, Dehradun - 248195 for demonstration of operation of product. The payment shall be processed only after successful demonstration of product at site.

“Agreement for “Comprehensive maintenance contract of FSI website including forest fire application and SMS procurement with related services for two years”

An agreement made between _____(here in after called the contractor which expression shall include his legal representatives)of the one part and Director General, Forest Survey of India, Kaulgarh Road, P.O.- IPE, Dehradun as the other part for the purchase of the under mentioned article at cost mentioned against them viz.:-

Sl.No	Name of Article	Amount (Rs.)	Taxes/ GST	Total Cost (Rs.)
1	Comprehensive Maintenance and Upgradation Contract including technical support of Forest Survey of India Website for two years			
2	Annually 40 lakh Bulk SMS purchase for forest fire alert dissemination including taxes for two years (Cost of Total 80 Lakh SMS)			
3	Maintenance and need based upgradation including technical support of Forest Fire application and maintenance of forest fire dashboard for two years			
	Total Amount			

Note: A firm is allowed to bid for any of the three items at Sl. No. 1, 2, 3 or all the three items. In case of more than one item, rates are to be separately quoted for each items.

And on the terms and conditions hereinafter mentioned viz:-

That all stores shall be delivered free of cost at consignee's address as per Appendix-1A.

- (a) That all stores supplied shall be new and of good quality and in exact accordance with the specifications of the equipment. That the inspection of the stores shall be carried out by the consignee himself or by a team of Officers deputed by him at the place mentioned above .The stores rejected must be removed by the contractor within a week from the date of rejection. All stores not accepted shall lie at the risk of the contractor. If not removed within the period specified above, Director General, Forest Survey of India, Dehradun or consignee shall have the right to dispose of such stores as he thinks fit at the risk of the contractor and on his account or if he prefers to charge him rent for the space occupied by same.
- (b) That the time for delivery stated above shall be of the essence of the contract and should the contractor fail to deliver the whole/any part of the stores within the delivery period specified (6 weeks).Director General, Forest Survey of India, Dehradun shall have the right to forfeit the deposit and to purchase the stores elsewhere which the contractor has failed to deliver as aforesaid at the expenses of the contractor and the contractor will be liable to pay such further sum as will be sufficient to meet the difference of cost between the rates tendered and those at which the purchases are actually made should they be higher. This is without prejudice to action being taken under other provisions of this contract.
- (c) That the Director General, Forest Survey of India, Dehradun or consignee, shall have full power to reject the whole or any part of the stores which to the true intent and meaning is not in exact accordance with the specifications and that his decision shall be final.

- (d) That the contractor will deposit a sum of Rs (Rupees _____ only)(10% value of order) as Performance Security for compliance with the terms and conditions of this contract in the shape of Bank Guarantee/Fixed Deposit Receipt etc. Valid for 3 years 2 months.
- (e) That the contractor will be entirely responsible for the execution of this contract and shall not assign or sub-let the same.
- (f) If the contractor becomes insolvent or he or his Agent offers any bribe in connection with their contractor the contract or fails to observe or perform any condition of this contract then notwithstanding any previous waiver of such defaulter action being taken under any other clause Director General, Forest Survey of India, Dehradun may on behalf of the Government terminate the contract.
- g) The rates approved by the purchaser are final and no further payment will be done irrespective of any increase in Taxes etc. The contractor will have to be at the cost at his own. The purchaser will not be held responsible for such obligation.
- h) The rates approved are inclusive of all prevailing taxes which are to be levied, any non-inclusion of such amount /Tax will be the liability of contractor.
- i) The goods received will be accepted only after receiving the satisfactory performance certificate from the joint inspection committee. (Comprising representative of contractor and purchaser).
- j) The Contractor will be fully responsible for efficient operation of equipment for a period of 36 months of warranty from the date of acceptance. However, in case of any breakdown during the warranty, the period of warranty shall get extended to the extent of the period for which equipment remained out of service.
- k) In case of any latent defect, which is noticed later on within a period of 36 months from the date of acceptance of equipment, the contractor will be responsible to undertake such repair/supply free of cost the defective part, at the final destination and in land expenses will also be borne by contractor.
- l) If any dispute or difference shall arise including this contract, the settlement of which is not there in before provided for the same, shall be referred to the arbitration of the Director General, Forest Survey of India(or any other person nominated by him)whose decision will be final and binding for both the parties.

Signed by the said contractor.....

In the presence of

1st Witness

Address

2nd Witness

Address

Signed by the said for and on behalf of the President of India in the presence of

1st Witness

Address

2nd Witness

Address

PART - II

TECHNICAL SPECIFICATIONS AND DETAILS

1. About FSI

Forest Survey of India (FSI) is an organization under the Ministry of Environment & Forests, Government of India. Its principal mandate is to conduct survey and assessment of forest resources in the country.

It started as an organization called Pre- Investment Survey of Forest Resources (PISFR) in 1965 as FAO/UNDP/GOI Project. The changing information needs resulted in enlarging the scope of activities of PISFR and it was re-organized as Forest Survey of India in 1981. Details of the two main activities of FSI are given in the following links.

1.1. National Forest Inventory

Details given at the link (<http://fsi.nic.in/about-forest-inventory>)

1.2. Forest Cover Mapping

Details given at the link (<http://fsi.nic.in/introduction>)

1.3 Forest Fire Monitoring

Details given at the link (<http://117.239.115.41/smsalerts>)

FSI has been rendering alerts of forest fire locations detected by the satellites of NASA since 2004. Under this service, forest fire locations are detected by MODIS (Moderate Resolution Imaging Spectro-radiometer) sensor on-board Aqua and Terra Satellites of NASA and another sensor which is SNPP-VIIRS (Suomi-National Polar-orbiting Partnership - Visible Infrared Imaging Radiometer Suite). Each of the MODIS satellites has two passes over the country daily, therefore, fire alerts of 1km X 1km resolution pertaining to 10.30 am, 1.30 pm, 10.30 pm and 1.30 am are generated. SNPP-VIIRS has spatial resolution of 375m and two equatorial passes at 1.30 am and 1.30 pm. Therefore, forest fire alerts are generated based on hotspots received from these 6 satellite-passes. From the year 2019 onwards, FSI is tracking and alerting the users for 'Large Forest Fires' in their subscribed areas

These forest fire locations are sent as fire alerts to the public (registered users) through SMS. For the effectiveness of forest fire alerts dissemination on real time to the users from every corner of the country, there is need to establish more robust mechanism of dissemination of such alerts through SMS. These SMS services need to be accommodated in the present proposal.

With the launch of "Forest Fire Alert System 2.0", this entire process has been made completely automated. A registered user who is registered on the FSI website can avail forest fire alerts as SMS for their area of interest which can now be chosen upto 'Beat' level. Around 1,10,000 unique subscriptions have registered for this service..

Apart from the above, FSI is engaged in large number of activities of geo-spatial applications and ground based field inventory for monitoring and assessment of forest resources at the National and State levels.

2. About the Procurement

FSI intends to implement:-

1. Comprehensive Maintenance and Upgradation Contract including technical support of Forest Survey of India Website for two years
2. Annual 40 Lakh Bulk SMS purchase for forest fire alert dissemination for two years
3. Maintenance and need based upgradation including technical support of Forest Fire application and maintenance of dashboard for two years

Note: A firm is allowed to bid for any of the three items at Sl. No. 1, 2, 3 or all the three items. In case of more than one item, rates are to be separately quoted for each items.

3. Scope of Work:

1) Updation, Upgradation & Maintenance of FSI Website (www.fsi.nic.in)

Updation, Upgradation & Maintenance of existing website of FSI with all information about the FSI and their Departments (CMS Based) (Both in English & Hindi Language) & Compliance as per Government rules given in the document "Guidelines for Indian Government Websites (GIGW)" in <http://web.guidelines.gov.in> and also as per web standards in bilingual (English & Hindi). Including any correction suggested by CERT- IN empanelled agency after the Security Audit of the Website without any extra cost. Also creating a dynamic, responsive and informative Mega portal for FSI website which will include hyperlinks of different applications of FSI like DSS portal, e-green watch, Forest fire portal etc preferably in parallax effects and a service of SMS notifications.

a) Updation of website content like tenders, CMS Pages etc. Through CMS with all the information about the FSI and their Departments (Both in English & Hindi Language)

b) Maintenance and Updation of various Dynamics Modules in the website like

- Online Notice Board
- News & Events Management
- Online Vacancy Posting & Online Application
- FSI Picture/ Video Gallery
- FSI's Publication Management
- Site Search
- Updation of Conference/Seminar/Workshop/Training/etc
- Updation of existing Forest Fire monitoring module of FSI
- Debugging of website from time to time as per recommendations in the security audit by CERT-IN empanelled agency as and when required.
- Support through E-mail and phone.
- Visits of technical Person as requirement raised by DD(SM)
- The website will be hosted on FSI Server.
- The material for updation will be given by FSI in soft copy through mail.

2) Bulk SMS purchase for forest fire alert dissemination

Purchase of 40 lakh bulk SMS package annually for forest fire alert dissemination. In the event that 40 lakh SMS's are consumed during the fire season, thereafter the SMS's will be procured from the bidder on approved rates on pro-rata basis (monthly basis).

Basic requirements for the SMS dissemination:-

- The bidder should maintain and ensure dissemination of SMS for real-time forest fires alerts to the registered users for their area of subscription.
- **Performance Criteria:** The service provider should focus on timely delivery of the SMS service.
 - i. Under normal conditions, SMS should be delivered within 15 minutes of creation of .csv file from FSI Server.
 - ii. In case of higher count running in thousands, maximum time limit for SMS dissemination will be strictly 30 minutes.
 - iii. Appropriate penalty will be imposed in case of failure of the SMS delivery
- The SMS service should be integrated with web services running through FSI application.
- The SMS service should be compatible in the Linux platform and accessible to services from cloud. The system should be working within FSI cloud so that the data can be appended/updated as per the requirement.
- A Content Management System to enable FSI staff to upload, update and modify data.
- Focus on simplicity, great performance and estimated timeframe.
- Consult with FSI team to enable the harvesting of fire data from FSI forest fire database. The provider will also be expected to engage with relevant FSI colleagues to ensure that details and dissemination of the SMSs are coherent.
- The bidder should have its own SMS Gateway infrastructures like Servers, Communication links, Software/Applications etc. for messaging related activity.
- The bidder should have tie up/ arrangements with multiple service providers for outbound messages. The bidder should deliver messages to the subscribers of all major service providers like BSNL, Reliance, Tata Indicom, Vodafone, Airtel, etc., directly to that mobile service provider and for the subscribers of other mobile service providers through any one of the above service providers
- The bidder should have the facility of online filtering of the DND (Do Not Disturb) numbers
- The bidder will be required to create the necessary setup at their end to carry out the tests. FSI server(s), if required, will connect to the bidder's server(s) and carry out the functionality tests on live environment.
- The bidder should be able to comply with latest regulations/guidelines issued by TRAI. Also the bidder should be able to comply with all future changes effected by TRAI or any other statutory body.

- The bidder's solution should be able to send long messages (SMS messages of length more than 160 characters).
- SMS of fire alert issued from FSI, HQ should be delivered on priority.
- Rates for dissemination per SMS to be quoted for Government approved sender ID.
- These scheduled SMS shall be delivered at least six times a day.
- General Comprehensive report on request as per user-requirement
- Bidder must have connectivity with alternate service providers for dissemination of SMS in case of any failure of one link as a built in redundancy.
- Outreach should not exceed 15 minutes (30 minutes in special case) after pushing the fire alert message.
- Feature should be designed so that users can subscribe/unsubscribe for the services.
- FSI should be given the access to the data base to view the report regarding subscription/unsubscription feedback by the users.
- The bidder shall maintain the confidentiality of user identity as well as contents of the alert issued on the portal and shall not share/use the same for any commercial purposes under any circumstances. Undertaking to that effect needs to be provided
- Dashboard should be provided to monitor status/ various activities of the system containing the following features:
 - (i) Access should be given for monitoring and display.
 - (ii) A demo module for training.
 - (iii) Any other customized facility to be built in the software interface, as per requirement of FSI.

Broad Functionalities to be incorporated in SMS service

- The data disseminated as SMS will be forest fire alerts (inclusive of details such as Latitude, Longitude etc.) which will be provided from FSI forest fire database.
- **Performance Criteria:** The service provider should focus on timely delivery of the SMS service.
 - Under normal conditions, SMS should be delivered within 15 minutes after creation of *.csv file containing forest fire information.
 - In case of higher count running in thousands, maximum time limit for SMS dissemination will be strictly 30 minutes.
 - Appropriate penalty will be imposed in case of failure of the SMS delivery (refer to point no. 5).
- Provisions by FSI:
 - *.csv file for near-real time forest fire alerts to be disseminated based on subscription areas.
 - registered users details to whom SMS are to be sent.
 - area of subscriptions of the registered users
 - based on area of subscriptions of the registered users, forest fire alerts from .csv file are to be filtered and sent to each registered user specifically for his/her subscribed area only.

- Language of SMS will be English.
- Feedback module needs to be developed and updated regularly.
- Facility for report generation based on different observations and search performed.
- Analysing SMS non-delivery, identifying bugs and resolving them.

Message delivery schedule

- i. SMS will be in “one to many format” and in “English language” having characters as per TRAI norms.
- ii. All messages should be delivered within 15 minutes from the time of submission from FSI.
- iii. In no case, any SMS should be discarded up to 48 hours.
- iv. Report should contain status of (a) Delivered (b) Not reachable and (c) Undelivered.

Penalty clause during the contract

- a) Under normal circumstances, All SMS messages should be delivered within 15 minutes from the time of submission from FSI.
- b) Only in case of heavy number of SMSs (may be running into thousands), the delivery time may be extended up to 30 minutes.
- c) Penalty under normal circumstances-**
 - i. For number of SMS delivered within one hour (i.e. 15 minutes to one hour), 5 times the cost of undelivered SMS will be imposed as penalty and the amount shall be deducted from the respective invoices before making the payment.
 - ii. For number of SMSs delivered within two hour (i.e. one hour to two hour), 10 times the cost of undelivered SMS will be imposed as penalty and the amount shall be deducted from the respective invoices before making the payment.
 - iii. For number of SMSs delivered after two hours, 20 times the cost of undelivered SMS will be imposed as penalty and the amount shall be deducted from the respective invoices before payment.
 - iv. In case, overall delivery for whole country within 15 minutes is found less than 70% of total SMS submitted on 30 occasions in any month, the bidder shall be treated as non-performing. On repetition of such instances during the period of contract, FSI is free to take deemed fit action and performance warranty amount shall be forfeited in addition to penalty imposed as per above (c) (i) to (c) (iii).

3. Maintenance and need based upgradation including technical support of Forest Fire application and maintenance of forest fire dashboard

A. Forest Fire Launch Page

1. Modification and updation as per requirement of the Launch page for forest fire application with links to Near Real Time (NRT), Large Forest Fire (LFF), Van Agni Geoportal, Early-warning/FDRS, Fire prone forest areas FAQs etc.
2. Link for FSI Publications/ Reports pertaining to forest fire to be added.
3. Launch page to be updated in real-time (Any update such as weekly early warning alert (FDRS) for forest fire to be highlighted)

B. Near-Real Time (NRT) Forest Fire Dashboard- UI for NRT Forest Fire Alert System

1. Maintenance and updation of user database, new user registration and facility of editing, deleting at the user end to be reflected, front-end as well as back-end registrations to be in sync.
2. Fire Alert Dissemination Status (Such as Last Satellite Pass, Last Mail Received from NRSC, Last Mail Sent from FSI, Last SMS Sent) for MODIS, SNPP-VIIRS & Other sensor data should be updated on real time basis as per the CSV (Fire alerts) and maintenance of log.
3. Maintenance and updation of State wise user registration using bar graphs in real time based on user database.
4. Maintenance and updation of **Top 5 States with highest number of Forest Fire Alerts** detected for current fire seasons **on real time basis**.
5. Time to time rectification of any errors, mismatch of data observed
6. Maintenance and updation of **Search Fire Points – from the fire database for the current fire season, Archival Search for Fire Points (MODIS Science Quality data, from November 2002 onwards) and Archived Forest Fire Alerts Disseminated by FSI (from 2004 to last fire seasons)**.
7. Any database search result in dashboard should be downloadable and export in excel, csv, txt and other format as may be required.
8. Regular maintenance and updation in No. of users, state-wise registration, Charts, Total SMS Sent, MODIS , SNPP-VIIRS and Other sensor fire alerts, Total Registration & other data.
9. Daily database backup should be maintained.
10. Reports showing graphs with sensor-wise number of fire points of last five years with drop down menu showing last week, last month and within searchable dates

C. Large Forest Fire Programme Dashboard - UI for Large Forest Fire Alert System

1. Table of active large forest fires for current day as well as previous 2 days in LFF Dashboard should update on real time basis.
2. Search, filter and downloading of LFF database in excel, csv, txt and other format as may be required from LFF Dashboard. All functions should update on real-time basis.
3. Duration of date-wise tab (LFF observed in 1 to 3 days, 4 to 6 days, 7 to 9 days and more than 10 days) should be present in LFF dashboard for currently active LFF which dynamically changes according to duration of fire. Same facilities are required in LFF archival data search option.
4. Search, filter and downloading of LFF archive database in excel, csv, txt and other

format as may be required from LFF Dashboard.

5. Daily database backup should be maintained.
6. Graphical representation of top five states on real time basis
7. Reports showing graphs with number of LFF points of last five years with drop down menu showing last week, last month and within searchable dates.

D. Admin Panel and Sub-Admin Panel

1. Both Administrative and State Admin Panel's Dashboard, Master's panel, Registered User, Feedback Module, Data reports, Graphical reports to be fully functional and database maintenance as well as updation.
2. State Admins to add registered users, feedback of NRT and LFF maintenance etc.
3. Maintenance & updation of sub-admin panel. Sub-admin panel should able to view the data as per their privilege preferred by admin.
4. Maintenance and updation "on the fly" analysis in Admin/State Admin/Sub-admin panels on total forest fire alerts, NRT and LFF SMS sent, feedback received, and feedback not received, links etc.

E. Feedback module

1. All the feedbacks(NRT and LFF) whether entered using Feedback Module or Admin/Sub-admin to be maintained and shown as single database in Master Admin Panel.
2. Date Range provision for searching and downloading the feedbacks in excel, csv, txt and other format as may be required.
3. Filters based on different categories for search such as State, District, Circle, Division, Range, Block, Beat and etc as well as downloading only of filtered data.
4. List of fire points for "No feedback received" and subsequent link to add feedback.
5. Daily database backup for feedback of forest fire alerts should be maintained for both administrative as well as state admin panels.
6. Separate feedback module till division level, information only of the customized level
7. Feedback to be viewed, added but not to be edited
8. Search fire points/ feedback or in any search criteria filter should work properly.
9. Reports showing state-wise feedback of number of fire and non-fire, type of fire, cause of fire, area reported and no feedback received etc.

F. Creation of API

1. Creation of API's for adding, deleting, editing, updating and reading the data.