

Request for Proposal (RFP)

File No.LMD-12016/12/2024

**SELECTION OF AGENCY FOR IMPLEMENTATION OF
CADASTRAL SURVEYPROJECT AND OTHER SERVICES
UNDER DILRMP**

**DEPARTMENT OF LAND MANAGEMENT
Government of Arunachal Pradesh
ITANAGAR**

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1. Schedule of Events

1	Project	Implementation of Cadastral Survey/resurvey project and other services under DILRMP
2	Bid inviting authority	Department of Land Management Government of Arunachal Pradesh
3	Reference No. and Date	No. LMD-12016/12/2024, Dtd.
4	Contact Person	Director of Land Management Government of Arunachal Pradesh
5	Last Date of Submission	16/03/2024 1400 hrs.
6	Earnest Money Deposit (EMD)- Refundable	Rs.87,22,714/- (Rupees Eighty Seven Lakhs Twenty Two Thousand Seven Hundred and Fourteen only) in the form of a Demand Draft from a Nationalized Bank or Scheduled Bank registered with RBI in favour of "Director, Department of Land Management, Itanagar" and payable at Itanagar. The validity of EMD must be of 90 days. The EMD will be refunded to the unsuccessful bidder after the completion of the bid process and the EMD of the successful bidder shall be retained. Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for cancellation of the award and forfeiture of the EMD.
7	Security Deposit	3% of Contract Value
8	Venue and time for Opening Bid	At 1030 hrs on 18/03/2024 at Directorate Office, Government of Arunachal Pradesh, ESS Sector, Itanagar.

2. Introduction

Purpose:

The Department of Land Management is seeking for services from the experienced and reliable agencies for providing the consultancy services to carry out the Cadastral Survey/resurvey, establishing Modern Record Rooms, Computerisation of Land Records, creation of Records of Rights and bring land records in public domain and also to provide various services to the public as well as the Government for efficient decision making.

Background:

The Land Records Department (now Department of Land Management) was created during 1981 to deal independently with various land related matters and also to create necessary infrastructure for the effective management of Land Reforms and Land Settlement matters.

The main activity of the department is to carry out Cadastral Survey of Land, Preparation of records of right (RoR) and creation of surveyed area maps, collection of land revenue, demarcation of individual plot boundaries and fixation of pillars for towns, villages, individual land holdings, etc.

The aim of the Digital India Land Records Modernization Programme (DILRMP), an ambitious programme of the Govt. of India, is to modernize management of land records, minimize scope of land/property disputes and enhance transparency in the land records maintenance system moving eventually towards guaranteed conclusive titles of immovable properties in the country. It is envisaged to utilise this effective programme in the State of Arunachal Pradesh to digitalise Land Records and modernise the Department at par with other states.

The Computerization of land records (both textual and spatial) have been main components of the DILRMP, a Central Sector Scheme of the Government of India and most of the States/UT's have completed Computerization of Land Records and that are available in public domain. Currently, the Records of Rights in each State and Union Territory is maintained in the local state official language and in some states in English. The linguistic barriers pose serious challenges for inter change / access of information in understandable form.

In order to address the problem of linguistic barriers in land governance management of the country, Department of Land Resources, with the support of Centre for Development of Advanced Computing (C-DAC), Pune, a premier R&D organization under the Ministry of Electronics and Information Technology (MEIT), has undertaken initiative to transliterate the Records of Rights available in local language to any of the 22 languages recognized by the Constitution. This initiative will enable the State Governments and Central Government to take informed policy

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decisions for the benefit of the citizens and farmers in particular of this country on one hand and on the other hand it will also enable the all citizens and stakeholders to get benefits of an open national economy conveniently.

Project goals:

The objective of this project is to bring transparency in the Land Administration System in Arunachal Pradesh and minimize visit of public to the Directorate/DC/SDM offices for inquiry of the ongoing transactions in relation to properties etc. The intent is also to provide an assessment tool to the Government and thereby expedite decision making especially for the welfare of the public.

3. Scope of Work

1. Computerization of Land Records:

- (i) Data entry/data conversion of all textual records including mutation records and other land attributes data

The Land records data are available as (a) textual data, and (b) spatial data (cadastral maps). All textual data including the records of rights (RoRs), mutation orders and other land attributes shall be updated and computerized. All pending mutation orders shall be incorporated in records and the data entry pertaining to such updation shall be completed on priority basis. All spatial data shall also be updated and digitized as described below.

The Department shall come up with reasonable cut-off date after which only digitally signed RoRs shall be issued, and issue of manual RoRs shall be discontinued thereafter. After the cut off date, further mutation and updation of data shall be done in the computerized system on a continuous basis after following the due procedure as prescribed in the acts & laws/ manuals, etc.

The responsibility of Revenue officials shall be fixed to ensure 100% checking, verification and validation of the data so entered. The District Land Revenue Officer and his team shall carry out 100% checking, and the Revenue officers like the DLRSO/CO/EAC/SDO and the Deputy Commissioner/District Collector shall randomly check at least 3% and 1%, respectively on mutually exclusive basis, of the data, so as to ensure the accuracy of the data. In order to ensure the quality of data and timely completion, roster system for field visit of officials shall be adopted. Accuracy of data entry and assurance of the same through verification is key to the success of this exercise, which would ultimately result in reduction in land disputes in future. Therefore, a strict view needs to be taken where unexplained errors are found in the records.

(ii) State-Level Data Centre

In order to maintain data repository and backup, land records data (including maps and registration data), a dedicated State Data Centre shall be established to be operated by the Arunachal Pradesh Project Management Unit (APMU). This data centre would have minimum estimated storage capacity scalable from 2 to 20 terabytes, depending upon the volume of records, along with highspeed processors, switches, fiber optic channels, software and security devices. Further, these would have appropriate backup media (like CDs and tape devices, etc.) for high volume storage. Storage Area Network (SAN) may also be set up where feasible and necessary.

(iii) The Unique Land Parcel Identification Number (ULPIN): 14 digits – Alpha–Numeric unique ID for each land parcel based on Geo-coordinates of vertices of the parcel

The Unique Land Parcel Identification Number System shall be conceptualised with the vision that the Unique Land Parcel Identification Number (ULPIN); a Single, Authoritative Source of Truth of information on any parcel of land or property.

The ULPIN system is for generating and assigning 14 digits – Alpha–numeric unique ID for each land parcel based on Geo- coordinates of vertices of the parcel which is of international standard and complies with Electronic Commerce Code Management Association (ECCMA) standard and Open Geospatial Consortium (OGC) standard.

Transfer of present system of Unique IDs to the ULPIN would inter alia yield following benefits:

- (a) Sharing of land records data across departments, financial institutions and all stakeholders.
- (b) Delivery of citizen services of land records through single window.
- (c) Keeping the land records always up-to-date.
- (d) Auto-update on Registration / mutation.
- (e) Enforce uniqueness of all transactions
- (f) A link of all property transactions gets established.
- (g) Helps cross validate land records related data across departments.
- (h) Standardization at data and application level would bring in effective integration and interoperability across departments.

2. Computerization of Registration

- (i) Computerization of Sub Registrar Offices (SROs)
- (ii) Connectivity between sub-registrar offices and DLRSO/DC Office;
- (iii) Integration of registration and land records,
- (iv) Data entry and legacy data regarding property,
- (v) Scanning and preservation of old data and
- (vi) Data entry of property valuation details.

The Computerization of Registration is necessary not only for making property registration efficient and hassle-free but also for initiation of mutation process immediately thereby bringing more transparency and accountability in effecting changes in records. The Registration, therefore, has been made one of the major components of DILRMP. The Sub-Registrars Offices (SROs) in the State carry out registration and recording of various types of documents related to transfer of immovable property.

The DILRMP provides full support of computerization to all components of registration. All the SROs will be fully computerized with adequate hardware, software, process re-engineering, staff training and connectivity with the revenue records maintenance system, banks, treasuries, etc. Also, the following functions will be computerized.

3. Survey/ resurvey and innovative initiatives

- (i) Establishment of Ground Control Network and ground truthing
- (ii) Pure ground method using electronic total station (ETS) and differential Global Positioning System (DGPS)
- (iii) Hybrid Methodology using High Resolution Satellite Imagery (HRSI) and ground truthing by ETS and DGPS
- (iv) Other technologies like UAVs, CORS etc. as approved by Core Technical Advisory Group (CTAG) from time to time.

For reaching the stage of integrated land information management system which ultimately lead to titling as envisaged in erstwhile scheme of DILRMP, the States shall undertake survey/re-survey using modern technology of surveying & mapping, i.e., high resolution satellite imagery combined with ground truthing using ETS+DGPS so as to ensure true ground depiction on cadastral maps and land records, adopting the methodology most appropriate for the terrain, location, etc. and update the survey & settlement records. For fresh survey, in areas where cadastral maps are not available, the following options are suggested:

- Electronic Total System (ETS) + Differential Global Positioning System (DGPS)
- Hybrid High resolution satellite imagery + ETS + DGPS (< 1 m spatial resolution). In open areas, the process will be greatly facilitated by the use of Drone/aerial photography,

In densely vegetated areas, use of ETS + DGPS is suitable. In hilly areas, use of terrain- corrected aerial photographs (digitally-rectified ortho-photographs) with ETS + DGPS for ground truthing may be appropriate. All efforts should be made to arrange for high resolution imagery.

4. Modern Record Rooms

Establishment of Modern Record Rooms/ land records management centres at circle level support for upgrading with

- a) a storage area with compactors/storage devices for physical storage of records and maps,
- b) an operational area with computers/servers, storage area network (SAN), printers, etc., and
- c) a public services area for waiting/reception, etc. will be essential.

The land records details needs to be indexed and stored in MRR, which is like a document management system, where, scanning of old records, digital storage and retrieval system shall be introduced for online storage and retrieval of the records, indexing of data and images, etc. so as to move towards cyber record rooms/maintenance of land records in the dematerialized (demat) format. It is also expected that all MRR/LRMC shall be geo-tagged and photo shall be uploaded in MIS.

5. Training & Capacity Building, IEC and Evaluation Studies

- (i) Creation of DILRMP Cells at Administrative Training Institutes or the Survey Training Institutes of states,
- (ii) Strengthening of training institutes,
- (iii) Imparting training to Revenue/Registration/Survey officials,
- (iii) IEC activities and impact assessment/ post completion evaluation studies.

It is required to draw up a comprehensive training programme to develop the human resources for effective maintenance and sustenance of the DILRMP, covering the policy makers, heads of the departments of revenue, survey, registration and their offices and staff, master trainers and field-level functionaries including the surveyors, village accountants and other revenue staff, who will be trained for operating the system including mutation and updating of land records, issue of authenticated copies of RoRs with maps -to-scale, handling modern survey equipment such as DGPS, ETS and Photogrammetry.

The expert organizations like the Survey of India, NIC and Indian Space Research Organization (ISRO), and other reputed organizations in this field, etc. shall be involved in imparting training to master trainers, who in turn, shall train the State staff on ETS/DGPS, survey methodologies, scanning, digitization, GIS and ICT activities. The capacity building programme shall include awareness/appraisal workshops, long-term training programmes for field-level officers with hands-on training, and short-term training modules for senior-level officers.

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The capacity building programme shall cover not only technical contents, but also quality procedures, technological advancements, outsourcing procedures, project management, etc. The State may tie up with leading training institutions for this purpose. A core group of officers and staff from the State may be sent on exposure visits to other States/UTs which have demonstrated considerable success in implementing the project. Discussion forums and help lines may be established to guide the field staff in solving technical problems.

State, with the help of consultant, should make a training and capacity building plan for the programme at state, district and Circle level with appropriate training modules. This plan shall be approved by State Level Monitoring Committee.

7. Computerization of Revenue Courts

Computerization of Revenue Courts and their integration with land records.

Many land related cases are pending in different courts in the state. To have efficient monitoring of these cases, a portal will be developed for filing of cases, generation of case no, allotment of court, generation of notices, hearing of cases, disposal, restoration and appeal, availability of judgment, etc.

8. Core GIS Activity

- (i) Preparation of raster database of Village index base maps in soft copy for record purpose
- (ii) Preparation of Geo-referenced /ortho-rectified raster base maps of Satellite imagery
- (iii) GCP (Ground control Point) database

Based on the technology used - Aerial/ Satellite/ Drone or ground based survey, the State GIS database shall have the following components:

- a) A raster database of Village index base maps in soft copy for record purpose
- b) Based on technology deployed geo-referenced and ortho-rectified raster base maps of imagery (Aerial, Satellite)
- c) GCP (Ground control Point) database
- d) GIS-ready digitized cadastral maps from revenue records at village/ tehsil and district levels

Once the basic plot-wise data is created, seamless integration would be possible for micro and macro-planning and other relevant applications.

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The vectorized map can be stored in any open GIS format without any loss of freedom, as the conversion from one format to another is built into the software for automatic raster to vector conversion. To maintain the topology of the GIS data, it is preferred to store data in a file geo-database/ personal geo-database or new format Geo Package, GIS enabled RDBMS such as Post GIS, MS SQL Server, etc.

4. Consultancy Service Components

Sl.No.	Components/Activities	Quantity (Area in ha./Units)
1	Data entry/re-entry/data conversion	09 Districts
2	Digitization of cadastral maps and integration of textual and spatial data	09 Districts
3	District/Circle Level Modern Record Rooms	Of all the Circles under the 09 Districts
4	Computerization of SROs	Of all the Circles under the 09 Districts
5	Data entry of valuation details	Of all the Circles under the 09 Districts
6	Data entry of legacy encumbrance data	Of all the Circles under the 09 Districts
7	Connectivity to SROs with revenue offices for 5 years	Of all the Circles under the 09 Districts
8	Survey/Resurvey	Covering following districts: <ul style="list-style-type: none"> - Kamle (Excluding the areas covered under State Fund) - Tawang - Upper Subansiri - West Siang - Lepa Rada - Tirap - Pakke Kesang - Lower Siang - Siang(Excluding the areas covered under State Fund)
9	eRCMS-Computerization of Revenue Courts and their integration with Revenue Offices	Of all the Circles under the 09 Districts
10	Training and Capacity Building	State Level
11	Core GIS Activity	State Level

5. Timeline

The proposed work is to be carried in 12 months from the date of contract. The successful bidder has to come up with complete implementation strategy and report to the authorities for concurrence and strictly follow the timelines to complete the project on time.

6. Submission of Bids

The bidder shall submit the response to the present RFP in a single packet which shall contain the following envelopes:

ENVELOPE-I: Pre-qualification of Bid

With Bidders response, in an envelope duly super-scribed as 'Pre-qualification of Bidder' and clearly marked "PRE QUALIFICATION FOR SELECTION OF FIRM FOR CONSULTANCY SERVICES UNDER DILRMP" along-with Reference Number, Due Date and with the wordings "DO NOT OPEN BEFORE DUE DATE" .

ENVELOPE-II: Technical Bid

Technical offer + EMD should be put in single sealed envelope clearly marked "TECHNICAL BID FOR SELECTION OF FIRM FOR CONSULTANCY SERVICES UNDER DILRMP" along-with Reference Number, Due Date and with the wordings "DO NOT OPEN BEFORE DUE DATE".

ENVELOPE-III: Commercial Bid

The cover containing financial offer shall be put in single sealed envelope clearly marked "COMMERCIAL BID FOR SELECTION OF FIRM FOR CONSULTANCY SERVICES UNDER DILRMP" along-with Reference Number, Due Date and with the wordings "DO NOT OPEN BEFORE DUE DATE":

7. Pre-Qualification Criteria

7.1 No consortium or JV(Joint Venture) is allowed to participate.

7.2 Qualification Criteria

Sl.No.	Pre Qualification Criteria	Documents to be provided
1	The Bidder should be registered under the Companies Act, 1956, or Partnership Act, 1932 or registered under LLP Act,	A copy of Certificate of Incorporation of the company/Proprietorship registration under Relevant Acts.

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	2008 or Proprietorship Registered under Relevant Act should be in existence in India for at least 10years (as on 31 st March 2023).	Work Orders to support the experience
2	The bidder should be empaneled with Department of Land Resources, Government of India, to carry out the Cadastral survey projects in pan India/ Arunachal Pradesh and preferably empaneled in Arunachal Pradesh with any state/ central govt. departments for similar works.	Empanelment certificates from DoLR (GOI) and other Govt. organisations.
3	The bidder shall own the minimum 20 DGPS receivers, 5 ETS, 20 GIS/ RS Hardware and software	Copy of the Purchase Invoices
4	Bidder should have been in the RS&GIS related business for a period of at least 10 years (as on 31 st March 2023).	Year and area of activity with supporting documents like Work orders/ completion certificates
5	Bidder should have been in the Cadastral survey related business for a period of at least 10 years (as on 31 st March 2023).	Year and area of activity with supporting documents like Work orders/ completion certificates
6	Bidder must have valid ISO9001:2008 certification.	A copy of the valid ISO certificate.
7	The Bidder should not be under a Declaration of Ineligibility for corrupt or fraudulent practices or should not be blacklisted.	Declaration duly notarized in this regard by the authorized signatory of the Bidder.
8	The bidder should have cumulative turnover of Rs.10 Crores in the last three Financial years ending by 31 st March 2023 in the Cadastral Surveys/ Remote Sensing & GIS Mapping services.	Copy of the audited Balance Sheet, Profit & Loss statement and auditor's certificate of the company for last three years.
9	Net worth of the company shall be positive for the last three financial years ending by 31 st March,2023	Certificate from the Company Secretary/ Statutory Auditor's ascertaining a positive net worth during each of the last 3 years.
10	The Bidder must have overall GIS & IT related staff strength of at least 50 personnel with prior experience of more than two years	Certificate from Bidder's HR Department List of Employees to be furnished

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	on their payrolls as on 31 st March 2023.	
11	<p>The Bidder must have experience of having successfully completed:</p> <ol style="list-style-type: none"> 1. Three similar project works of value not less than 1 Crore each <p>OR</p> <ol style="list-style-type: none"> 2. Two similar works of value not less than Rs 2 Crores each <p>in the survey, RS & GIS related works in Government departments during last 10 years.</p>	Work orders / Completion Certificates from the clients
12	<p>The Bidder should furnish, EMD of Rs.87,22,714/- (Rupees Eighty Seven Lakhs Twenty Two Thousand Seven Hundred and Fourteen only) for non MSME registered organisations. The MSME registered organisations are exempted as per GOI Circular No.1(2) (1)/2016-MA dt.10/03/ 2016, for payment of EMD.</p>	EMD should be in the form of DD/BG/FDR in favor of "The Director of Land Management" Itanagar.
13	<p>Bidder must have GST/Professional Tax/PAN registration & Applicable Tax Clearance Certificate from the Competent Authority up to 31st March 2023.</p>	Documentary evidence to be provided

8. Bid Evaluation

The bids are evaluated based on Quality cum Cost Based Selection (QCBS) mode of evaluation. The process is as follows

8.1 Technical bid evaluation

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The Technical evaluation shall be carried out by the Authorities. The evaluation shall be carried out in two stages as detailed below:

Stage 1: Eligibility and pre-qualification criteria

The Board of Officers constituted for such purpose shall examine all the bid(s) to determine whether the bidder qualifies the essential eligibility and pre-qualification criteria. All the supporting documents submitted shall be examined to determine whether they are complying with the eligibility criteria of Technical Bid. Bids of only qualified bidders will be taken up for further evaluation.

Bidders who do not qualify Stage-1 shall be summarily rejected and no correspondence will be entertained.

Stage 2: Technical proposal evaluation

During the evaluation of the Technical Bids, compliance of the bidder solution with the tender conditions shall be evaluated with necessary documentary evidence. Evaluation criteria shall include fulfillment of all specifications mentioned in the bid. Any deviation from the RFP requirements, terms and conditions, delivery schedule, project completion time, etc shall be clearly mentioned with the proposed alternatives which comply with the project requirements. The Director of Land Management reserves all the right to accept or reject the proposed alternatives without assigning any reason whatsoever thereof. Non-compliance of any of the technical requirements will lead to rejection of the bid. Partial compliance shall be treated as Non-compliance.

Any falsification, suppression of facts would lead to rejection of the bid.

During the technical evaluation, the responses provided in pre-qualification proposal and technical proposal will be evaluated out of 100 marks. The bidder will have to score at least 80 marks to be declared as technically qualified. Any proposal not achieving this score will be treated as "Not Technically Qualifying the Requirements" and will not be considered further.

Technical bid marks sheet (TM):

Sl.No	Criteria	Technical Weightage
1	The Bidder should be registered under the Companies Act, 1956, or Partnership Act 1932 or registered under LLP Act 2008 or Proprietorship Firm registered under Relevant Act and should be in existence in India for at least 10 years (as on 31 st March 2023).	20 Marks

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2	The bidder shall be empaneled with Department of Land Resources to carry out the Cadastral survey projects in pan India/ Arunachal Pradesh and also empaneled in Arunachal Pradesh with any state/ central govt. departments for similar works	10 Marks • With DoLR -7 marks • Within the state -3 marks
3	The Bidder shall have executed similar cadastral survey project in Arunachal Pradesh covering more than 100 sq.km	10 Marks.
4	The bidder shall own the minimum 20 DGPS receivers, 5 ETS, 20 GIS/ RS Hardware systems and 20 software Lic.	10 Marks
5	Bidder should have been in the RS & GIS related business for a period of at least 10 years (as on 31 st March 2023).	20 Marks
6	Bidder should have been in the Cadastral survey and related business for a period of at least 10 years (as on 31 st March 2023).	20 Marks
7	The Bidder must have experience of having successfully completed Five project works of value not less than Rs.3Crores each in the survey, RS &GIS related works in Government departments during last 10 years.	10 Marks

Stage 3: Combined Evaluation:

1. The Financial Proposal will be opened only for those agencies who qualify in Technical Bid.
2. The minimum technical score (TS) required to qualify is 70 marks.
3. The department will adopt a two-stage evaluation process (collectively the "Selection Process") for evaluating the proposals comprising of technical bid and financial bid to be submitted by the bidder. The selection will be done through Quality cum Cost Based Selection (QCBS) process.
4. Financial bids of the technically qualified bidders who qualify the eligibility criteria shall be evaluated further for arriving at the final score.
5. Each financial bid shall be assigned a Financial score (FS).
6. For financial evaluation, the cost indicated in the Financial Proposal will be considered. In case of discrepancy between figures and words, amount in words shall be considered.
7. The Authority will determine whether the Financial Proposals are complete, and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services including applicable taxes.
8. The lowest Financial Proposal (FP) will be given a financial score (FS) of 100

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points. The Financial Scores (rounded off to 2 decimal places) of other proposal will be computed.

9. $FS = 100 \times FP / F$ (F = the price of the proposal under consideration)
10. Final score will be arrived on the basis of QCBS with 80% Weightage for Technical Score and 20% Weightage for Financial Score.

11. Combined & Final Evaluation:

- a. Final Proposals will finally be ranked according to their combined technical (TS) and financial (FS) scores as follows:
- b. The weights given to the Technical (T) and Financial (P) Proposals are: T = 80 % (0.8) and P = 20 % (0.2)
- c. Proposals are ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) as following: $S = St \times T\% + Sf \times P\%$.
- d. The consultant whose Combined Technical and Financial Score (CTFS) score is equal or more than 70 are eligible.
- e. The Firm having the highest combined score shall be selected as Successful Bidder and will be the first ranked firm.
- f. In any case other than as mentioned above, Authority reserves the right to take any measure/decision deemed fit in the sole discretion of Authority, including annulment of the bidding process.
- g. The Authority reserves the right to negotiate with the successful bidders

9. Tender Rejection Criteria

The tenders are subject to be disqualified if:

1. The solution presented to the Department is not found satisfactory; the Department has the right to cancel the bid.
2. Misleading or false representations is made in the forms, statements and attachments submitted as proof of the qualification requirements; and/or
3. Record or poor performance like abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc. is found.
4. Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Tendering Authority. A Self-declaration Certificate should be enclosed. The bidders should submit all the above information in their prequalification proposals, so as to get eligible for technical evaluation.

10. Dispute Resolution

1. If during the subsistence and award of the work or thereafter, any dispute between the Department of Land Management & Implementing Agency hereto arising out of or in connection with the validity, interpretation, implementation, material breach or any alleged material reach of any provision of any contractual agreement or regarding any question, including as to whether the termination of contractual agreement by one party hereto has been legitimate, the Department & Implementing Agency shall endeavour to settle such dispute amicably and/or by conciliation to be governed by the Arbitration and Conciliation Act, 1996 or as may be agreed to between the Department & the Implementing Agency. The attempt to bring about an amicable settlement is considered to have failed as soon as one of the parties hereto, after reasonable attempts; which attempt shall continue for not less than thirty (30) days, gives thirty (30) days notice to refer the dispute to arbitration to the other Party in writing.

2. In case of such failure as is referred to above, the dispute shall be referred to an authority chosen by the two parties by mutual agreement for the purpose of the above clause, who shall act as the sole Arbitrator for settlement of such dispute.

3. The Arbitration and Conciliation Act, 1996, shall govern the arbitration proceedings.

4. The Arbitration proceedings shall be held in Itanagar, Arunachal Pradesh, India.

5. The substantive laws of India and the State shall govern the arbitration proceeding.

6. The proceedings of arbitration shall be in English Language.

11. Payment Schedule

11.1 Mobilisation amount:

Mobilisation Advance @10 % of the total sanctioned amount against the security deposit submitted.

11.2 Payment Terms for Survey/Resurvey:

Sl.No	Milestone	Payment
1	On Completion of DGPS Control Survey	20 % of the sanctioned amount
2	On Completion of Cadastral Survey (Pro rata basis) Circle wise	60 % of the sanctioned amount
3	On Completion and Final submission of Circle wise Cadastral Maps	10 % of the sanctioned amount

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11.3 Payment Terms for Modern Record Rooms:

Sl.No	Milestone	Payment
1	On Completion of Civil Works	20 % of the sanctioned amount
2	On Delivery of the Infrastructure	60 % of the sanctioned amount
3	On Completion of Installation and Acceptance of each Circle	10 % of the sanctioned amount

11.4 Payment Terms for Other Components:

Sl.No	Milestone	Payment
1	On Completion of 25% of work	20 % of the sanctioned amount
2	On Completion of 50% of work	20 % of the sanctioned amount
3	On Completion of 75% of work	20 % of the sanctioned amount
4	On Completion of 100% of work and Acceptance.	30% of the sanctioned amount

12. General Terms and Conditions

- a. Sealed bid documents should be submitted to the “Director of Land Management, Government of Arunachal Pradesh, Itanagar”.
- b. The bidder shall quote the rates inclusive of all taxes, duties and other charges, any changes in the tax structure shall only be honored only if the tax/levy components are clearly specified in the bid.
- d. The Department shall notify and issue the work order to the successful bidder in writing by letter or by email.
- e. The bidder shall give in writing the Letter of Acceptance within seven days of receiving the work order.
- f. The Department reserves all the rights to modify or cancel the tender at any time during the process without assigning any reasons thereof.

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- g. The scope of work is subject to change during the implementation phase. The Agency is expected to comply with the change without any financial implications.
- h. If any information provided by the bidder is found to be inaccurate at any stage of the bid evaluation process, the Department may, at its discretion, disqualify the bidder and no correspondence will be entertained in this regard.
- i. Bidder shall contact the Department in writing for any clarification regarding the technical requirement before the last date of clarification of queries.
- j. The offer prepared by the bidder and all correspondence and documents relating to the bid shall be written in English.
- k. Bidder shall quote in Indian Rupees only.
- l. If any of the above terms are not agreeable to the bidder, it should be specifically mentioned in the bid along with the alternative suggested.
- m. The Department however reserves the right to accept or reject any bid or cancel tender proceedings without assigning any reason whatsoever.
- n. No sublet of the project is allowed.

Force Majeure: The Department may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that, the delay in performance or other failure to perform its obligations under the contract is the result of a Force Majeure. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earth quakes, floods, storms etc.), acts of state / state agencies, the direct and indirect consequences of wars (declared or undeclared), hostilities, national emergencies, civil commotion and strikes at successful bidder's premises or any other act beyond control of the bidder.

A. K Singh, IAS
Secretary to Government of Arunachal Pradesh,
Department of Land Management
Itanagar.

FOR TECHNICAL BID SUBMISSION**Annexure I: General information about the bidder****(In Company's Letter Head)**

S.No	Particulars	Details
1	Name of the Bidder	
2	Address of the Bidder	
3	Constitution of the Bidder	
4	Certificate of Incorporation	
5	Telephone Contacts	
6	Website	
7	Correspondence Address, Name, Designation, Mail, Contact	
8	GST Registration (Copy of Registration to be attached)	
9	Income Tax Registration (PAN)	
Authorised Signatory (Signature with Office Stamp)		

I/217142/2024

Annexure II: Commercial Bid covering letter
(In Company's Letter Head)

To:

Date:

The Director
Department of Land Management
Govt. of Arunachal Pradesh, Itanagar.

Dear Sir/Madam,

1. Having examined the Request for Proposal (RFP) number _____ Dated _____ the receipt of which is hereby acknowledged, we, the undersigned, offer "Implementation of DILRMP for Cadastral Survey and Other Services", in full conformity with the said RFP, for a total project cost as given below.

2. The above amount is in accordance with the Price Schedules herewith made part of this bid as per the Commercial bid template.

3. We have read the provisions of RFP and confirm that these are acceptable to us.

4. We further declare that additional conditions, variations, deviations if any, found in the proposal other than those listed in attachment pertaining to any rebates offered, shall not be given effect to.

5. We undertake, if our bid is accepted, to commence the work on the project immediately upon your Notification of Award to us, and to achieve completion within the time stated in the bidding documents.

6. If our bid is accepted, we undertake to execute all contractual documents and provide all securities & guarantees as required in the bid document.

7. 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".

8. We agree to abide by this bid, consisting of this letter, Technical bid and Commercial bid, for a period of bid validity from the date fixed for submission of bids as stipulated in the RFP, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Dated this [insert: number] day of [insert: month], [insert: year]

In the Capacity of [insert: title of position]

Duly authorized to sign this bid for and on behalf of [insert: name of the Bidder]

Address:

Authorized Signatory. (Signature of the Bidder, with Official Seal)

**Annexure IV: Tender Acceptance Letter
(In Company's Letter Head)**

Date:

To,
The Director
Department of Land Management
Govt. of Arunachal Pradesh, Itanagar.

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: Name of Tender / Work:

Dear Sir/Madam,

1. I/We have downloaded/ obtained the tender document(s) for the above mentioned

`Tender/Work' from the web site(s) namely: www.arunachalpradesh.gov.in as per your NIT/ advertisement, given in the above-mentioned website.
2. I/We hereby certify that I/ We have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedules(s), etc.), which form part of the contract agreement and I/ We shall abide hereby by the terms/ conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality/ entirety.
5. I/We do hereby declare that I/ We have read and understood the entire requirement laid down in the tender document and has prepared the technical bid in compliance with the technical requirements specified in the document.
6. I/ We certify that all information furnished by us is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy.

Yours Faithfully,

Authorized Signatory.
(Signature of the Bidder, with Official Seal)