



Uttarakhand Tourism Development Board,
PanditDeenDayalUpadhayayParyatanBhawan,
Near ONGC Helipad,Nimbuwala
GarhiCantt, Dehradun
Phone No. 0135-2559898, Fax. 2559988
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Website:uttarakhandtourism.gov.in

Tender for “Surveying & Mapping of Kedarnath Development Area”

Bids are invited from firms having capability of undertaking large scale mapping for “**Surveying & Mapping of Kedarnath Development Area**”. Details of Bid may be downloaded from website: www.uttarakhandtourism.gov.in wef 02May,2017.

Last date for submission of Bid is 24/05/2017, before **1500 hrs** local time.

All other details including any date extension, clarification, amendments,etc will be uploaded only on the website and will not be published in newspapers. Hence, interested firms should regularly visit the website, mentioned above to keep them abreast with the latest developments.

Undersigned reserves the right to cancel any or all the bids without assigning any reasons thereof.

Chief Executive Officer

**KEDARNATH
DEVELOPMENT AUTHORITY
AREA**

TENDER DOCUMENT

**UTTARAKHAND TOURISM DEVELOPMENT BOARD
UTTARAKHAND**

TENDER DOCUMENT

**TO PREPARE GIS BASED BASE MAP, COMPOSITE SAJRA MAP MOSAIC AND EXISTING LANDUSE
MAP OF KEDARNATH DEVELOPMENT AUTHORITY AREA**

**DULY FILLED OFFER DOCUMENT ALONG WITH ANNEXURE AND EARNEST MONEY SHOULD BE
SUBMITTED IN SEALED ENVELOPE**

TO

**CEO, UTTARAKHAND TOURISM DEVELOPMENT BOARD, DEPARTMENT OF TOURISM
DEHARDUN, UTTARAKHAND.**

Till

24th May, 2017 up to 03:00 P.M. latest.

PRICE Rs 1000/-

CEO, Uttarakhand Tourism Development Board, Department of Tourism, Uttarakhand

UTTARAKHAND TOURISM DEVELOPMENT BOARD, UTTARAKHAND

Notice Inviting Tender

The UTDB, Uttarakhand intends to Invite Bids from firms having capability of undertaking large scale mapping of inhabited/urban areas using accurately geo-corrected high resolution satellite images. The job involves surveying and mapping of Kedarnath Development Area, using satellite imagery data (and aerial photography wherever required). Kedarnath Development Area is detailed in Government notification No. 2832/VI(I)/2013-12(05)/2012 and surrounding 09 villages, having an approximate area of 585.244 hectares. **Revenue/Cadastral maps of the area are to be digitized and laid precisely over the base map.**

TOR document providing details regarding the same can be obtained from the CEO, UTDB, Dehradun on or before 22May, 2017.

- The bid shall include two stages – Technical Bid (Envelope-A) and Financial Bid (Envelope-B). Financial bid of only those bidders shall be opened who qualify in the Technical bid.
- The last date of submission of the tender is **24 May, 2017 up to 03:00 p.m.** latest.
- The **Envelope - A** will be opened at **03:30 p.m.** on the same day. Based on the technical and financial capacity, work experience, a shortlist of the bidders shall be prepared and the Envelope - **B** of short listed bidders *will be opened at subsequent date after due intimation.*
- For any clarification, Director Infrastructure, UTDB (mobile number: 08279798364) may be contacted.

CEO
UTTARAKHAND TOURISM DEVELOPMENT BOARD,
UTTARAKHAND, DEHRADUN.

PROJECT DESCRIPTION

1. Objective

- 1.1 The Controlling Authority of Kedarnath Development Area intends to undertake preparation of Master Plan for Kedarnath Development Area on a priority basis in accordance with the provisions of **Section 10 A** of the **Uttarakhand (Uttar Pradesh Regulation Of Building Operations Directions, 1960) Adoption and Modification Order, 2006**.
- 1.2 The base map and existing land use map for the development area is to be prepared by consultant firms having capability of undertaking large scale mapping of inhabited/urban areas using accurate geo-corrected High Resolution satellite imagery verified and corrected using high-accuracy Differential GPS/ Total Station Survey of the area, as applicable, wherever required.
- 1.3 The job involves surveying and mapping of Kedarnath Development Area, using satellite data. Satellite image of at least two seasons with vintage not earlier than year 2014 provided by ISRO (preferably Geo eye or Quick Bird colored at 0.5 M spatial resolution), shall be rectified and used which shall be procured by the selected consultant and later on handed over to the Office of CEO, UTDB Uttarakhand after completion of work. **Cadastral maps of the regulated area are also to be digitized, geo referenced and the mosaic of the same must be overlapped in a different layer over the base map of the regulated area.**
- 1.4 Kedarnath Development Area comprises of Kedarnath Dham and surrounding 09 villages, having an approximate area of 585.244 hectares.

2. Scope of Work

- 2.1 Procurement of spatial satellite data imagery, digital image interpretation, all cadastral maps/sajra maps from the concerned revenue departments, ground verification and updating of above data to the latest ground realities.
- 2.2 Preparation of **base map** on an appropriate scale in **GIS AND AutoCAD format** (note: this is different from existing landuse map and must be prepared and submitted separately).
- 2.3 Preparation of editable **composite mosaic of all village sajra maps** (with all khasras shown clearly) under the Regulated/ Development Area i.e. all cadastral maps of the regulated/Development area is to be digitized, geo referenced and lay precisely over the base map as a separate layer in **GIS AND AutoCAD format**.
- 2.4 Preparation of the **existing land use map** of the Regulated/ Development Area in **GIS AND AutoCAD format** as per the latest URDPFI guidelines, showing all urban and rural settlement areas, cultivated areas (agriculture), orchards, residential, commercial and community facilities (education, health, communication, drinking water, sanitation, electricity, fire stations, police stations etc. *in the order of the hierarchy of such facilities and services*), offices, industry, mixed land use, recreation, transport network, water bodies (both seasonal and perennial), bridges and culverts, wetlands (both seasonal and perennial), high tension lines, forest (with clear marking of Reserved Forests), barren land, etc. with existing built up form to be shown clearly within the overall plot boundary for large campuses using Authentic NRSC High Resolution Satellite Imagery and interpretation with ground verification after DGPS/ total station survey, whichever is applicable .
- 2.5 Preparation of contour map **with 2.0 meter contour interval** in **GIS AND AutoCAD format**.
- 2.6 Layers of spatial / attribute data to be submitted in GIS AND AutoCAD format :-
 - a) Regional location and context showing major linkages and transport nodes and distances to major cities/towns in the surrounding region.
 - b) BASE MAP
 - c) Cadastral Map composite mosaic (in digitized format, not just scanned images)
 - d) Land Use/Land Cover Map (each landuse in a different layer) with all attribute details.
 - e) Physiography i.e. mapping of Slope/Relief: Digital Elevation Model (DEM), topography, drainage pattern and vegetation and climate as attribute data.

- f) Hydrography (as related attribute data): information on highest flood level (HFL), low water levels (LWL), etc. from available past records and/or local enquiries and visible signs, if any, of age on the structural components and embankments.
- g) Environment/ecology and heritage areas: Mapping of environmentally sensitive/degraded/special areas, areas of heritage or other culturally important areas as notified from time to time (Central/State GOs/ HC/SC orders and the like).
- h) Identification and mapping of notified slums.
- i) Identification and mapping of landside/earthquake/flood prone or other disaster prone areas.
- j) Identification and mapping of Govt. / Local bodies land/ vacant land.
- k) Mapping of such layouts (existing or proposed) which have been approved by Authority/Local body.
- l) District, sub-district (tehsil), village and urban local bodies, Municipal and ward boundary map.
- m) Forests, distinguishing RF and revenue village forest with authentic boundaries and get these vetted from the concerned deptt.
- n) Restricted areas like cantonments etc.
- o) Mapping of major central/state government policy proposals in railways and transport sector including road alignments of proposed highways and major roads, water supply/sewerage, power, environment and forests and the like for the area.
- p) Present ROWs of the existing road network
- q) A list of all the facilities/ services as mentioned in 2.4 in the order of their hierarchy and their numbers.

2.7 Onsite training on operation and editing of the above submitted GIS database to atleast four personnel of the Town and Country Planning Department as well as the Authority.

3. Approval of BASE MAP

Review and Monitoring of various stages of basemap preparation, as mentioned below shall be done by the office of CEO, UTDB Dehradun, Uttarakhand, which shall act as the monitoring agency.

1. The consultant shall be required to make a presentation of the prepared physical survey map incorporating everything mentioned in the SCOPE of the work above, before the monitoring agency for review.
2. The Consultant shall incorporate the recommendations made during the presentation and submit the Draft physical survey (incorporating everything mentioned in the SCOPE

of the work above) and present it before the monitoring agency for approval. Any changes/ modifications suggested by the monitoring agency shall be incorporated in the draft physical survey by the Consultant.

4. Outputs and Deliverables

- a) Detailed Geo-referenced maps as described in para 2.2, 2.3, 2.4, 2.5 and 2.6 of the scope of work shall be produced both in digital form (shape file format AND AUTOCAD) and printed format in three different scales as given below:

Scale of prints: - 1:2,000; 1:4000 and 1:8000.

Number of hard copies: - five copies for every scale.

Hard copy shall also be provided on a durable gateway film sheet of 95/100 gsm for each scale mentioned above.

- b) Existing land use Map with various layers as per scope of work. The digital copy should have facility such that a printout of a combination of layers may be taken as required.
- c) Listing/tabulation of all the facilities/ services the order of their hierarchy.
- d) Training of operation and editing of the GIS Database as per scope of work.

INSTRUCTIONS TO BIDDER:-

5-0 Pre Qualification Condition:

The Organizations shall have the minimum desired experience mainly:

- 5.1. Experience of conducting field survey data collection, detailed procedure of GIS database creation, functionalities of GIS, Remote Sensing and satellite image interpretation.
- 5.2. Experience in handling market leading GIS and Image Processing Software with sufficient number of legal licenses.
- 5.3. Experience in GIS database creation, Remote Sensing (RS)/ multi-sensor and multi-data satellite image interpretation for land use / land cover mapping, ground truthing, creation of Digital Elevation Models and Spatial Analysis is desirable.
- 5.4. The Consultant firm should have PAN of income tax department (Attach Income Tax clearance certificate of last two years).
- 5.5. Average Annual turnover of consultancy of the Consultant firm for the last two financial years should be a minimum of Rs 25 lakhs. Annual turnover may include turnover from such projects in India or overseas or both. The bidder is required to submit along with the bid, copy of audited balance sheets of the firm for the requisite financial years.
- 5.6. The Consultant Firm shall not be a Consortium.

- 5.7 The applicant agency must not have been black listed or debarred in any Central/ State Govt. / PSU/ Autonomous bodies and the like. Self Declaration in this regards to be submitted.
- 5.8 The applicant agency must not have been penalized by any Central/ State Govt. / PSU/ Autonomous bodies and the like for delayed completion of work or carrying sub standard work. A declaration of this regard shall be made by the applicant agency along with offer documents.
- 5.9 The applicant agency must have sufficient experience of not less than two years in the similar field i.e. physical survey and mapping of different cities/ towns/ regions or equivalent. Documents in support to be submitted.
- 5.10 The applicant agency must have sufficient technical staff/ man power along with experienced executives. The details should be self attested by the proprietor/ director of firm.

6- GENERAL TERMS & CONDITIONS:-

- 6.1 Drawing not found on the specification/ requirement shall be rejected outright.
- 6.2 Offer should be submitted on original document only. Offer received without original offer document shall be rejected outright. Offer not supported with required certified document shall be rejected. The committee reserves all rights to reject or accept the agency on the basis of the technical interview/ discussions.
- 6.3 It is suggested that the applicant agency should have its own assessment of quotation for work - site topography, site hindrances and other details - by making a site visit before quoting its rates. No claims in this regards shall be entertained at a later stage.
- 6.4 The work shall be executed according to specification and good standard of practice necessary to fulfill the objective of work strictly in accordance with the instructions and satisfaction of the Authority.
- 6.5 The applicant agency must respect the rights and customs of local population and minimize any potential disruption caused by the execution of the work. The field staff of the applicant will ensure that they act in accordance with the farmers wishes at all time and avoid damaging standing crops. Under no circumstances the department will be liable for damaged crops or rural infrastructure as a result of actions of by the field staff and all such losses shall be borne by the consultant firm.

6.6 **Technical qualifications of key experts/personnel/manpower of Consultant firm:**

S.No	Key Person	Minimum Qualifications	Minimum Work Experience
1	Team Leader	Graduate/Post Graduate Degree or PG Dip. in Planning (or equivalent specialization) from a recognized university/institute.	At least 4 years of working experience in assignments involving preparation of base maps with relevant GIS expertise.
2	GIS / Remote Sensing Specialist	Graduate / PG Degree with certification in GIS from a reputed organization.	At least 4 years experience in managing or developing databases including data collection, data entry and maintenance is essential. Experience in Digital Image Processing and Geographic Information Systems (GIS) software tools is also essential, for eg: ArcGIS, AutoCAD Map3D, MapInfo, ERDAS Imagine and other platforms.
3	Town/Urban Planner	Graduate/Post Graduate Degree/ PG Dip. in Planning (or equivalent specialization) from a recognized university/institute.	2 years experience in planning with relevant GIS expertise.
4	Surveyor (minimum 2)	ITI/Diploma in Surveying/ Civil Engineering	2 years experience in DGPS/ Topographic Surveying using DGPS/Total Station Equipment.
5	Darftsmen (minimum 1)	ITI/Diploma in Surveying/ Civil Engineering	2 years relevant experience in AutoCAD drawing/drafting and MS Excel.

7. Evaluation

Selection of the Consultant firm, which fulfils the eligibility criteria given in para - 5.0 above, shall be carried out under single stage Two Bid System i.e. **Technical Bid** and **Financial Bid**.

7.1 The first bid will consist of pre-qualification based on technical offer. Technical Bid shall bear maximum marks 100 and the **minimum marks for qualifying the technical bid shall be 70 marks**. The breakup of maximum marks shall be based on the following parameters:-

(a) Technical Expertise (maximum marks: 30):

This shall include technical qualifications for team personnel as mentioned in 6.6. **All the five categories of experts are essential.** If any one of the experts is missing, it shall amount to disqualification of the firm.

(b) Project experience in making base map* (maximum marks: 30):

The project experience can be either of the Consultant Firm OR the Key Consultant**. In no case 'project experience' of consultant firm as well as of key consultant shall be taken simultaneously.

Consultant Firm or Key Consultant (max.marks - 30)			
EXPERIENCE	1 project	2 projects	>= 3 projects
MARKS	10 marks	20 marks	30 marks

NOTE:-

- (i) The above mentioned projects would only be considered if the project has been submitted and the draft approved by the Competent Authority.
- (ii) ***The minimum area of base map shall be 150 hectares.**
- (iii) **The Key Consultant or the Consultant's experience as "The Key Consultant/ Team leader/ Project leader" is to be supported by document and certifications.

- (c) **Approach and Methodology (maximum marks: 40)** through presentation based on Approach and Methodology adopted by the consultant for the work.

Thus only technical and project experience of any firm shall not entitle a bidder to clear the Technical Bid. A satisfactory "Approach and Methodology" for survey and mapping process to be undertaken by the consultant is essential to qualify the Technical Bid.

7.2 The second bid will involve the **Financial Bid**. Only the bid of consultant firms who qualify technical bid shall be opened for consideration. While submitting the financial proposal, the Consultant shall ensure the following:

- (i) All the costs associated with the assignment shall be included in the proposal. These shall normally cover remuneration for all the staff (in the field, office etc), accommodation, transportation, equipment, printing of documents, surveys, geo-technical investigations etc. The total amount indicated in the financial proposal shall be without any conditions attached or subject to any assumption, and shall be final and binding. In case any assumption or condition is indicated in the financial proposal, it shall be considered non-responsive and liable to be rejected.
- (ii) The financial proposal shall take into account all types of the tax liabilities and cost of insurance and shall be expressed in Indian Rupees.
- (iii) ***The financial proposal quoted as "rate / hectare" has to remain the same even if the actual surveyed area as required increases or decreases.***

8. Procedure for Submission of Tender Documents

- a) Offers should be submitted under single stage two bid system i.e. the technical and financial bids in two separate sealed envelopes super scribed with "A" and "B" along with Tender fee of Rs 1000/ and Earnest Money Deposit (EMD) of Rs. 1.00 lac. (Rupees one lakh only) in the form of 2 separate Demand Drafts from any nationalized bank in favour of "**CEO, UTDB**". Tender fee can also be submitted in cash in CEO UTDB office, if tender document is purchased from UTDB. The earnest money will be refunded to the bidders who are not selected. The bids, complete in all aspects, can be submitted to "**CEO, Uttarakhand Tourism Development Board, Pt. Deendayal Upadhyay Bhawan, Nimbuwala Garhi Cantt Near ONGC Helipad Dehradun**". The envelop containing bids must be super scribed " Bid For Kedarnath survey".
- b) Envelope "A" shall contain the technical offer (which includes presentation with supporting documents). The envelope marked the "Technical Proposal" shall contain all the information in the formats prescribed in Appendix I of the Data Sheet.
- c) Envelope "B" shall contain the financial offer quoting the **rate per hectare both in figures and in words**. In case of discrepancy between the figures and words, the latter shall prevail. The envelope marked the "Financial Proposal" shall contain all the information in the format prescribed in Appendix II.
- d) The offers shall be opened on **24 May, 2017 at 03:30 p.m.** in the office of 'CEO, UTDB Dehradun.
- e) Envelope "A" shall be opened first.
- f) Envelope "B" shall be opened thereafter, only for those firms who qualify technical bid.
- g) **The above applications shall be addressed to 'CEO, UTDB Dehradun Uttarakhand'.**

9. Selection of the consultant firm:

- a) The consultant firm quoting the lowest financial bid shall be selected for award of work.
- b) In case of tie between two or more firms, the consultant firm with highest technical bid score shall be given preference.
- c) ***Selection of consultant firm will be made by a Committee formed by "CEO, UTDB Dehradun".***

10. Agreement

Selected Consultant shall be required to sign an agreement with 'UTDB Dehradun'.

11. Timeline:

The work should be completed in all respect and output / deliverables need to be handed over to the office of CEO, UTDB Dehradun, Uttarakhand **within 6 (Six) months time** after the signing of agreement and date of issue of work order. Procurement of satellite imagery from the NRSC can be done in conjunction / simultaneously with sajra superimposition with proper time scheduling on the part of the company to prevent time overruns. But still if reasonable grounds for delay in such exist, and on proper communication from the NRSC itself, it shall be considered only upon having been satisfied that such time overruns were not due to the firm’s faulty time scheduling and/or resource allocation. Any decision on extension on account of such delay at the start of the work shall rest solely with the Monitoring agency.

After the lapse of the designated timeline, ***on receiving and reviewing the justified reasons and requests made by the consultant firm***, the Monitoring Agency may recommend grant of extension of maximum 4 weeks (after the above stipulated time frame). However, the Monitoring Agency reserves the right to extend this period with a penalty @ 1% of outstanding payment for every week and part thereof for first 3 weeks and @2% of outstanding payment for every week and part thereof for next 5 weeks.

12. Terms of payment

Payment schedule of the consultancy fee will be as follows on the recommendation of Monitoring Agency:-

1	Mobilization Advance* against bank guarantee of same amount by the firm.	20%
1	Submission of draft base map and existing landuse map along with transferring of base map on sajra maps; upon approval by monitoring agency as mentioned in 3.0.	40%
2	Submission of Final base map and existing landuse map along with transferring of base map on sajra maps after incorporating the recommendations, if any, of “UTDB Dehradun”.	25%
3	Submission of outputs and deliverables as mentioned in 3.0 & 4.0	15%

****The Mobilization amount shall be released only with an equal bank guarantee by the firm in favor of “CEO, UTDB” with a valid period of minimum two years which will be returned on successful completion of assignment.***

13. General Roles & Responsibilities of the consultant:

In addition to the above mentioned scope of work the general role & responsibility of the consultant also includes the following:

1. The involvement of the consultant will start from the time of signing the contract with “CEO UTDB” and continue till all the work as per scope of work and data layers are prepared and delivered by the consultant and approved by Uttarakhand Tourism Development Board, Uttarakhand.
2. To make sure that all data inputs provided to the consultant for reference, satellite imagery procured, data created under the project is strictly confidential and it is the responsibility of the the consultant to secure all such database. After the completion of the project all the above documents shall be the property of Uttarakhand Tourism Development Board, Uttarakhand.
3. Required to extend the necessary cooperation to the monitoring personnel from UTDB, Uttarakhand and other collaborating agencies, whenever required.
4. To provide the progress of the work to CEO, Uttarakhand Tourism Development Board, Uttarakhand, Uttarakhand on monthly basis, and as and when required that will include the details about the work completed, work in progress, future plan etc. with respect to the scheduled work plan.

14. Language:

The Base Map drawings shall be in Hindi and English language.

15. Jurisdiction:

In case of any dispute, “The Secretary (Tourism), Govt. of UK” shall be the jurisdiction for any legal matter.

- 16.** The Secretary (Tourism), Govt. of UK, reserves the right to reject all or any of the offers without assigning any reason or whatsoever.

17. Amendments in the bid document:

- a. At any time prior to last date of submission of bid, “CEO, UTDB” reserves the right to modify the document by issuing an amendment, which shall be published only in the website.
- b. “CEO, UTDB”, may at its discretion extend the last date for the receipt of bids which shall only be published in Website.

Appendix I

Format of Technical Proposal:-

1. Name of the Organization:
2. Name and designation of Office bearer(s):
3. Full Postal Address, Phone/Fax, e-mail:
4. Branches & Presence in India (if any):
5. Registration Details and Financial turnover:

Financial Year	Total Turnover
FY 2014-15	
FY 2015-16	

18. Experience in Remote Sensing based Land use / Land cover mapping:

Title of the Assignment	Name of the Client/ Donor/ Funding agency	Specific objectives & outcome	Total value of the assignment	Duration of assignment	Salient features of the assignment
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19. A list (with brief explanation) of past and present experience in key GIS projects:

Title of the Assignment	Name of the Client/ Donor/ Funding agency	Specific objectives & outcome	Total value of the assignment	Duration of assignment	Salient features of the assignment
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20. A list of key professionals employed by the firm(s) (permanent) with brief explanation of their qualifications and experiences:

Name of the Professional staff	Basic Qualification & Specialization	Experience in the area of the assignment	Designation in the assignment and commitment for involvement
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9. Description of Methodology:

- (a) Detailed proposed methodology with details of suitable available options of input data.
- (b) Detailed Work Plan and scheduler with Milestones.
- (c) Estimates of the Total Staff Effort to carryout the Assignment. (NOTE: NO FINANCIAL / COST DETAILS TO BE PROVIDED IN TECHNICAL PROPOSAL). Provide details about proposed composition of team.

10. Any other relevant information:

11. Enclosures:

- (a) CV's, recently signed by the proposed professional staff along with supporting documents considered for this assignment
- (b) Profile of Organization/Agencies/Firms Annual reports (Most recent)
- (c) Copy of last two year's audited statement of Accounts
- (d) Copy of registration/incorporation certificate/deed.
- (e) Any other relevant document(s) (please list)
- (f) Evaluation sheet (format annexed as ANNEX-A)

Date:
Place:

Name and Signature of the Office Bearer
Designation

Appendix II

Format of Financial Proposal:-

Sr. No.	Description	Fees in Figures in Rupees	Fees in Words in Rupees
1	Cost / hectare	Rs. _____ _____ Only	Rs. _____ _____ Only

ANNEXURE- II A **EVALUATION SHEET :**

1	TECHNICAL EXPERTISE WITH REQUISITE QUALIFICATION AND EXPERIENCE	QUALIFICATION	EXPERIENCE	MAX.MARKS 30	MARKS (FOR OFFICE USE ONLY)
(A)	Team Leader			10	
(B)	GIS / Remote Sensing Specialist			5	
(C)	Town/Urban Planner			5	
(D)	Surveyor(minimum 2)			5	
(E)	Draftsman (min 1)			5	
2	PROJECT EXPERIENCE IN MAKING BASE MAP	NUMBER OF PROJECTS		MAX.MARKS 30	MARKS (FOR OFFICE USE ONLY)
(A)	Consultant Firm				
(B)	KEY Consultant / Team Leader				
3	Total				
4	METHODOLOGY	Given / Not Given		40	
5	Grand Total			100	