

GREATER HYDERABAD MUNICIPAL CORPORATION

Proposal Document



Request for Proposal

For

Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc., for LB Nagar Zone and Kukatpally Zone of GHMC

Notice No. RFP- 01/TP/HO/GHMC/2025-26, dt.09.04.2025

**O/o. Chief City Planner,
Town Planning Section, Head Office, Tank Bund,
Greater Hyderabad Municipal Corporation
RFP NOTICE**

Greater Hyderabad Municipal Corporation

The Greater Hyderabad Municipal Corporation, Hyderabad (GHMC) invites e-procurement to appoint Consultant for ***Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc.,*** from consultants of repute, multidisciplinary organizations i.e. eminent firm, Partnership Firms/ Private Limited Companies/ Public Limited Companies/Companies registered under the Indian Companies Act 2013 or Companies Act, 1956, Partnership Firm registered under the Indian Partnership Act, 1932, Limited Liability Partnership Firms under Liability Partnership Firm Act 2008 & should have been in existence in India as on 31 March 2024.

RFP can be downloaded from Government of Telangana e-Procurement Website <https://tender.telangana.gov.in/> under login for suppliers. Aspiring parties who have not registered in e-procurement should register before participating through the website <https://tender.telangana.gov.in/>

The details of the process of registration and obtaining the digital signature certificates are available on the website: <https://tender.telangana.gov.in/> Necessary hands on training could be obtained from the centre for M/s Vupadhi Techno Services Pvt. Ltd. and could also be obtained over telephone at +91-4040-44426250/51 Fax +91-40-44426252 or mail to tseprocsupport@vupadhi.com. can access the application on the website, fill them with all relevant information, and submit the completed application and supporting documents

Read the complete document, carefully PDF versions or scanned copies of the required documents are to be uploaded on the website.

The system will generate an acknowledgement with a unique offer submission number on successful completion of the above process.

The Participant must fulfil the qualification criteria mentioned in the RFP document. All RFP offers must be uploaded on or before **29-04-2025 @ 04:00 PM** duly uploading the copies of DDs along with other documents as per terms and conditions as stipulated.

DISCLAIMER

The information contained in this RFP document or provided to bidders(s), whether verbally or in documentary or any other form, by or on behalf of the Greater Hyderabad Municipal Corporation, Hyderabad (GHMC) hereafter also referred as “The Authority “, or any of its employees or advisors, is provided to bidders(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP includes statements, which reflect various assumptions and assessments arrived at by the Greater Hyderabad Municipal Corporation, Hyderabad (GHMC) in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Greater Hyderabad Municipal Corporation, Hyderabad (GHMC), its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this e-procurement. The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or correct. Each bidder should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this e-procurement and obtain independent advice from appropriate sources.

Information provided in this RFP to the bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Greater Hyderabad Municipal Corporation, Hyderabad (GHMC) accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed here.

The Greater Hyderabad Municipal Corporation, Hyderabad (GHMC), its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this e-procurement or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the proposal and any assessment, assumption, statement or information contained therein or deemed to form part of this e-procurement or arising in any way with pre-qualification of Applicants for participation in the Bidding Process. The Greater Hyderabad Municipal Corporation, Hyderabad (GHMC), also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applicant upon the statements contained in this RFP. The issue of this RFP does not imply that the Greater Hyderabad Municipal Corporation, Hyderabad (GHMC), is bound to select and short-list pre-qualified Applications for Bid Stage or to appoint the selected Bidder or Concessionaire, as the case may be, for the Project and the Greater Hyderabad Municipal Corporation, Hyderabad (GHMC), reserves the right to reject all or any of the Applications or Bids without assigning any reasons whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by The Greater Hyderabad Municipal Corporation, Hyderabad (GHMC), or any other costs incurred in connection with or relating to its Application. All such costs and expenses will remain with the bidder and the Greater Hyderabad Municipal Corporation, Hyderabad (GHMC), shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a bidder in preparation or submission of the Application, regardless of the conduct or outcome of the Bidding Process.

1. Abbreviations Used

| Terms | Full form |
|-------|--|
| GHMC | Greater Hyderabad Municipal Corporation |
| ATS | Annual Technical Support |
| CAPEX | Capital Expenditure |
| EMD | Earnest Money Deposit |
| FRS | Functional Requirement Specifications |
| GIS | Geographic Information System |
| GoI | Government of India |
| IPR | Intellectual Property Rights |
| ISO | International Organization for Standards |
| IT | Information Technology |
| LAN | Local Area Network |
| LoI | Letter of Intent |
| DC | Datacenter |
| MIS | Management Information Systems |
| MMP | Mission Mode Projects |
| N/W | Network |
| NOC | No Objection Certificate |
| O & M | Operations & Maintenance |
| OEM | Original Equipment Manufacturer |
| OPEX | Operating Expenditure |
| OS | Operating System |
| PBG | Performance Bank Guarantee |
| PSU | Public Sector Undertaking |
| RFP | Request for Proposal |
| SI | Systems Integrator |
| SLA | Service Level Agreement |
| SRS | Software Requirement Specifications |
| XML | Extensible Markup Language |
| GC | Ground Control Points |
| DGPS | Differential Global Positioning System |
| DEM | Digital Elevation Model |
| CAD | Computer Aided Drafting |
| MSL | Mean Sea Level |
| RINEX | Receiver Independent Exchange Format |

2.Schedule of Bid Process

| S.No | Key Information | Details |
|------|--|--|
| 1. | Item Description | Request For Proposal for Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc., Notice No. RFP-01/TP/HO/GHMC/2025-26 dt: 09.04.2025 |
| 2. | Method of Selection | The method of selection is QCBS method as per mentioned marking criteria in RFP Section 4.3 |
| 3. | Bid Processing fee | Rs. 5,000/- should be drawn in form of DD in favour of Commissioner, GHMC |
| 4. | Earnest Money Deposit (EMD) | Rs.1,00,000/- should be drawn in form of DD in favour of Commissioner, GHMC. |
| 5. | Contract Period | 6 Months |
| 6. | Address | Chief City Planner, Town Planning Section, Head Office, Tank Bund, GHMC, Hyderabad |
| 7. | Contact Details | ccp.ghmc@gmail.com Phone No. 8897723423 |
| 8. | Bid Validity | Bid must remain valid up to 90 (Ninety) days from the last date of submission of bid extendable upon request by authority |
| 9. | Performance Bank Guarantee (PBG) | PBG shall be for an amount equivalent to 10% of total Financial bid value(as per the financial bid format of the RFP) (Section 5.32) |
| 10. | Tender Floating Date | 10.04.2025 @ 11.00 AM |
| 11. | Bid Submission start date | 10.04.2025 @ 11.00 AM onwards |
| 12. | Last date and time for Bid submission (Online on or before) along with softcopy of EMD | 29.04.2025 @ 4.00 PM |

3. Introduction

Greater Hyderabad Municipal Corporation, Hyderabad (GHMC) is the primary organization responsible for urban governance in Greater Hyderabad.

The Greater Hyderabad Municipal Corporation in short (GHMC) is the urban planning agency that oversees Hyderabad, the capital and largest city in the State of Telangana, and Secunderabad, a bordering city to Hyderabad. City is divided into 6 Zones (Charminar, LB Nagar, Secunderabad, Kukatpally, Serilingampally and Khairatabad) with 30 Circles and 150 wards.

GHMC has over Immovable Properties/ Assets such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc., which were spread over 30 Circles.

4. Qualification & Evaluation of the Bidder

4.1 Pre-Qualification Criteria:

The Bidder's competence and capability is proposed to be established by the following parameters.

Sole proprietorship, registered partnership firm, public limited company, private limited company. The firm/ company should be registered in India and should have at least 5 years of experience.

The Bidder should meet all the criteria given in this section

| # | Pre-Qualification Criteria | Attachments |
|----|--|--|
| 1. | The bidder should be a company registered under Indian Companies Act,1956/2013or a Partnership Firm registered under Indian Partnership Act,1932 or a Proprietorship firm or Limited Liability Partnership Firm under Limited Liability Partnership Firm Act 2008. The company/firm should have been in operations for at least 5 years . | Copy of Certificate of Incorporation signed by Authorized Signatory of the Bidder / Lead Bidder or A copy of the partnership deed/ Firm takeover agreement /instrument of partnership or a Copy of LLP agreement or any other relevant document. |
| 2. | The Bidder can be a company or corporation or a Consortium of companies / corporation. In case of a consortium, the same shall not consist of more than two companies / corporations and shall be formed under a duly stamped consortium agreement. The original stamped consortium agreement shall be attached along with the Bid Document. In the event of a consortium, one of the partners shall be designated as a "Lead Partner". However, every member of the consortium shall be equally responsible & jointly | Consortium agreement signed between partner companies/corporation |

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| | & severally liable for the successful completion of the entire project. | |
| 3. | The Bidder/ Lead Partner or Consortium member should have been engaged in Property Survey work using Total Station and DGPS of at least 2 completed projects for any State/ Central Government Organization / PSU/ ULB in last 10 years in India. | The bidder must Submit Work Orders /Completion Certificate or Experience Certificate from concerned Department of State/ Central Government Organization / PSU/ ULB. |
| 4. | The Bidder /Lead Partner or Consortium member should have Experience of Implementation of Creation of Spatial Layers based on Mapping/Ground Verification and Physical Survey. Bidder should have undertaken at least (2) Projects in last 10 years | The bidder must Submit Work Orders from Municipal Corporations / Completion Certificate or Experience Certificate (POC or Screenshots may be provided) |
| 5. | The Bidder /Lead Partner or Consortium member should have experience of integrating MIS data with GIS and should have developed Web and Mobile Applications for Survey and Integration with GIS data | At least 2 projects (POC or Screenshots of the User Interface may be attached additionally) |
| 6. | The Bidder /Lead Partner and Consortium member must have cumulative turnover of at least INR 1 Crore for during last five financial years as on 31stMarch, 2024 from the business area of Property Survey and Implementation of GIS Software for last 5 audited financial years | Audited and Certified Balance Sheet & Profit/Loss Account of last 5 Financial Years. Also, CA certificate mentioning turnover |
| 7. | The bidder/Lead partner should have positive net worth in last financial year ending on March 2024. | Audited and Certified Balance Sheet & Profit/Loss Account of last 3 Financial Years. |
| 8. | The Bidder /Lead Partner or Consortium member should have at least 20 regular experts working for Land Survey using Total Station/ DGPS and GIS based services including GIS based development. | HR certificate |
| 9. | The sole bidder OR the Lead bidder and each of the member of the Consortium should not be blacklisted by any Central / State Government Department or Central/State Public Sector Units (PSUs) in India as on the bid submission date | Undertaking by the authorized signatory of bidder (In case of Consortium to be provided by each member) as per format given in section 9.9 |
| 10. | The Bidder must have a valid GST Registration in India. | GST Registration Certificate |
| 11. | The bidder should have a back-end support agreement/arrangement with GIS Server /software license provider and the Original Equipment Manufacturers (OEMs) of IT Hardware, which includes the post-sales support | The undertaking from OEM/ License provider to be submitted. |

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| | activities for entire project duration phase) | |
| 12. | The bidder should be authorized by its OEM and license provider to quote in the bid. | The authorization certificate of OEM/ license provider for GIS applications. (with Perpetual License) |
| 13. | The Bidder /Lead Partner or Consortium member should have local Offices at Hyderabad to ensure Satisfactory fulfilment of contractual obligations | Details of the office address of Hyderabad. |

Note: In case the member showcasing the project, reference was a part of a consortium then a letter from the lead member declaring clearly the scope of work executed by the respective member.

4.2 Technical Evaluation

The evaluation Committee will evaluate the Technical Proposal using the evaluation parameters as below and would select the technically qualified Bidder. All projects to be considered should be successfully completed and customer certificate must be submitted. All projects to be considered must be from central/ State / UT Govt or PSU Organization in India.

Evaluation of Technical Proposal

| Sl. No | Evaluation parameter | Max. Marks | Eligible Documentary Evidence |
|--------|--|------------|---|
| E1 | Project References | 60 | |
| 1. | Property Survey work using Total Station and DGPS of at least 2 completed projects for any State/ Central Government Organization / PSU/ ULB in last 10 years in India. | 20 | Work Orders/ Service Agreement or/and Completion Certificate from the client. |
| 2. | Experience of Implementation of Creation of Spatial Layers based on Mapping/Ground Verification and Physical Survey. Bidder should have undertaken at least (2) completed projects in last 10 years | 20 | Work Orders/ Service/Agreement or/and Completion Certificate from the client. |
| 3. | Experience of integrating MIS data with GIS and should have developed Web and Mobile Applications for Survey and Integration with GIS data Bidder should have undertaken at least (2) completed projects in last 10 years | 20 | Work Orders/ Service Agreement or/and Completion Certificate from the client |

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|----|---|----|--|
| E2 | Technical & Professional Capability & Solution Proposed | 40 | |
| 4. | Solution Proposed Assessment based on Demonstration of understanding of the Department's requirements through providing: 1) Solution proposed and its components 2) Technologies and Used cases 3) Learning on Issues 4) Challenges likely to be encountered 5) Mitigation proposed 6) Approach & Methodology and Implementation Roadmap 7) Strategy to ensure implementation of project within stipulated timelines 8) Identification of major risks and their mitigation plan 9) Ready-to-use solution already deployed | 20 | Marks would be allotted based on the Technical Presentation Assessment. The presentation would be considered as part of the Technical Proposal for further reference. |
| 5. | The bidder should do technical demonstration of the specifications listed in the RFP. The bidder should bring their Laptop for the same to present their solution in front of Technical Committee with required output and desired result. | 10 | Marks would be allotted based on the Technical demonstration of the desired output and user friendliness. The presentation Would be considered as part of the Technical Proposal for further Reference |
| 6. | Team to be deployed on site / offsite in respect to the Project Timeline and Work Plan Qualitative assessment based on the Team Proposed and Experience of Team Members and allocation of resources in respect to the Project Timelines and Proposed Work Plan. | 10 | Details to be provided in Technical Proposal and employment records and CV of team to be submitted |

| Sl. No | Evaluation parameter | Max. Marks | Eligible Documentary Evidence |
|--------|----------------------|------------|-------------------------------|
| | Total(E1+E2) | 100 | |

Minimum Technical Score of 70 out of 100 is required to qualify for opening of financial Bid. Only those bids having minimum score would be considered „Qualified“ and eligible for opening of financial bids.

1. **Method of selection is:** Quality & Cost Based Selection (QCBS) on 70:30 basis (70% weightage will be given to the Technical Proposal and 30% weight age will be given to the Financial Proposal). This is single stage- two envelope bidding.

2. The Technical Bids of only those bidders will be opened who meet the pre-qualification requirements. The selection(s) will be made from the Qualified Bidders found to be eligible on the basis of the Technical Proposal (including presentation, if any) in accordance to the QCBS method as per above mentioned marking criteria.

3. The financial bids of the Technically Qualified Bidders shall only be opened. Financial bids, not substantially responsive or incomplete in any manner, shall be summarily rejected.

4.3 Evaluation Process

4. Authority shall constitute a Committee to evaluate the responses of the Bidders. The Committee shall evaluate the responses to the RFP and all supporting documents/documentary evidence. Inability to submit requisite supporting documents/documentary evidence by bidders may lead to rejection of their Bids.

5. The decision of the Authority in the evaluation of Bids shall be final and binding on all the Bidders. No correspondence will be entertained outside the process of evaluation with the Authority. The Authority may ask for meetings or presentation with the Bidders to seek clarifications or conformations on their Bids.

6. The Authority reserves the right to reject any or all Bids. Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

7. The steps for evaluation are as follows:

4.3.1 Stage 1 (A):Pre-Qualification

a. Authority shall validate the Set 1 “Bid Processing Fee & Earnest Money Deposit(EMD)”.

b. If the contents of the Set 1 are as per requirements, Authority shall open the “Pre- Qualification Bid”. Each of the Pre-Qualification Criteria mentioned in Section 4.1 is MANDATORY. In case, the Bids does not meet any one of the conditions, the bids shall be treated as non-responsive and will not be considered for further evaluation.

c. Bids of only those Bidders who meets the Pre-Qualification criteria, shall be considered for further evaluation i.e. Stage-1 (B): Technical Evaluation.

4.3.2 Stage 1 (B): Technical Evaluation

- a. "Technical Bids" will be evaluated only for the Bidders who have succeeded in Stage 1(A).
- b. The Committee appointed by the Authority will review the Technical Bids to determine whether the Technical Bids are responsive. Bids that are not responsive are liable to be disqualified at Authority's discretion.
- c. The Bidders' technical solutions proposed in the Bid document shall be evaluated as per the requirements specified in the RFP and technical evaluation framework as mentioned in Section 4.2. Each Technical Bid will be assigned a technical score out of a maximum of 100 Points.

Only those bids who get an Overall Technical score of **70 or more** of the Technical Evaluation Framework as given in Section 4.2 shall be considered technically qualified. Bids which scores less than 70 points, shall be treated as Technically Disqualified bids and their commercial bids will not be opened.

4.3.3 Stage 2: Commercial Evaluation

- a. All the technically qualified bidders will be notified to participate in the Commercial Bid opening process.
- b. The commercial bids of only those bidders which have qualified in Stage-1 (A) & Stage -1 (B) shall then be opened on the notified date and time and reviewed to determine whether the commercial bids are substantially responsive. Bids that are not substantially responsive are liable to be disqualified at Authority's discretion.

4.4 Substantially Responsive Bids

A substantially responsive Bid is one, which conforms to all the requirements, terms, conditions and specifications of the Request for Proposal. Any attempt by a Bidder to influence the bid evaluation process may result in the rejection of the Bidder's Bid.

4.5 Selection Methodology

1. Based on the technical evaluation criteria, only those bidders scoring 70% in the technical evaluation will be shortlisted for commercial evaluation.
2. The Technical Score of the bid under consideration will be noted as St where it represents the net marks scored in the technical evaluation by the bid under consideration.
3. The formula for determining the financial scores is as follows: $Sf = 100 \times Fm/F$ in which Sf is the financial score of the bid under consideration, Fm is the lowest price across all received bids and F is the price quoted for the bid under consideration.
4. The weights given to the Technical and Financial aspects are 0.7 and 0.3
5. The formula for determining the Net Score (Ns) of each bid under consideration would be $Ns = (St \times 0.7) + (Sf \times 0.3)$ where St and Sf are the technical and financial scores of the respective bids
6. The bidder attaining the highest Net Score, i.e. Ns would be awarded the contract.

5 Instructions to Bidders

5.1 Introduction & Issuer

Greater Hyderabad Municipal Corporation (GHMC) invites all the interested bidders to submit their Technical and Financial offers for **Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc.,** in accordance with the scope of work, conditions and manner prescribed in this Request for Proposal (RFP) document.

- a. While every effort has been made to provide comprehensive and accurate background information, requirements and envisaged solution(s) specifications, Bidders must form their own conclusions about the solution(s) needed to meet the Authority's requirements. Bidders and recipients of this RFP may wish to consult their own legal advisers in relation to this RFP.
- b. All information supplied by Bidders as part of their bids in response to this RFP, may be treated as contractually binding on the Bidders, on successful award of the assignment by the Authority on the basis of this RFP.
- c. No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of Authority. Any notification of preferred bidder status by Authority shall not give rise to any enforceable rights by the Bidder. Authority may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of Authority.
- d. Bids shall be received by the Authority on the websites as mentioned in the fact sheet before the time and date specified in the schedule of the tender notice. The Authority may, at its discretion, extend this deadline for submission of offers by issuing corrigendum and uploading the same on websites mentioned in the factsheet.
- e. Bid received through any other mode of communication (email, print out, telex, cable or facsimile offers) except through web portals will be rejected.

5.2 Eligible Bidders

Bids may be submitted by either of the following categories of Bidders only:

The Bidder shall be either a Single Entity or a Consortium of companies/ corporations as described below.

| | |
|-------------|---|
| Sole Bidder | <ul style="list-style-type: none">• Must be a company which has the capabilities to deliver the entire scope as mentioned in the RFP• Cannot bid as part of any other consortium bid under this RFP• Could be an Indian or International firm |
|-------------|---|

| | |
|--------------|---|
| | <ul style="list-style-type: none"> • Should be registered under the Companies Act 1956 in India or any equivalent foreign act • Should be in operation in India or abroad for a period of at least 5 years as on publication of bid • For an International Bidder, Bidder will have to register as company Under companies Act, 1956/2013 within 2 months of Issuing LOA |
| Consortium # | <ul style="list-style-type: none"> • Maximum of 2 companies are allowed in a consortium including Lead Bidder • Consortium member could be an Indian or International firm • All the member should be registered in India under Companies Act 1956/2013. • For an International Bidder, Bidder will have to register company under companies Act, 1956/2013 within 2 months of Issuing LOA • The Lead bidder shall be jointly and severally responsible for complete scope including meeting the SLAs, whereas consortium • Partners shall be severally responsible only for its respective scope. |

- In case of consortium, the list of participants need to be declared
- Consortium members cannot be changed during the project period.
- Any of the Lead Bidders/ non lead bidders cannot be a Consortium Member with any other bid.
- It is the responsibility of the lead Bidder to ensure that all the other Consortium Members in the bid are compliant to all the clauses as mentioned in the bid, failing which bid can be disqualified.

5.3 The Lead Bidder shall be authorized by the consortium members for

1. The management of all Consortium members
2. The Lead Bidder would have the sole responsibility of ensuring the delivery of products and services mentioned in all volumes of this RFP. The Lead Bidder would also be responsible for ensuring the successful execution of integrated solution including meeting the SLAs. The list of Consortium Members needs to be declared in the bid which cannot be changed by the bidder later on. Any change in the consortium partner will need to be approved by Authority.
3. To incur liabilities and receive instructions for and on behalf of any and all consortium members.
4. Entire execution of the Contract, receipt of payments etc. on behalf of consortium
5. Ensuring that all the bid compliance are met by the consortium members (mentioned in the bid, failing which bid can be disqualified)

6. The supply, delivery and installation of all products and services in their bid and as part of the contract
7. Responsible for the functioning of the proposed solution in totality to meet the Authority requirements outlined in the RFP

5.4 Consortium Conditions

1. The number of consortium members cannot exceed two, including the Lead Bidder
2. The entity submitting the Bid as a Lead Bidder cannot be a Consortium partner of any other Bidder
3. The Consortium partners cannot be Sole Bidder/Lead Bidder/Consortium Partner with another Bidder in a separate Bid submitted against this RFP.
4. The Sole Bidder cannot be a Lead Bidder or Consortium partner of any other Bidder
5. Consortium members must provide a Memorandum of Understanding (MoU) covering above points and showing their intention to enter into such an Agreement at the time of bidding along with Pre-Qualification Bid.

Bidders are encouraged to include Micro, Small and Medium Enterprises (MSMEs) in the delivery of the project.

5.5 Compliant Bids/Completeness of Response

- a. Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
- b. Failure to comply with the requirements of this paragraph may render the bid non-compliant and the Bid may be rejected. Bidders must:
 - i. Include all documentation specified in this RFP, in the bid.
 - ii. Follow the format of this RFP while developing the bid and respond to each element in the order as set out in this RFP.
 - iii. Comply with all requirements as set out within this RFP.

5.6 Advice to the bidders

Bidders are advised to study this RFP document carefully before participating. It shall be deemed that submission of Bid by the bidder has been done after their careful study and examination of the RFP document with full understanding to its implications. RFP is to be submitted as per enclosed format only. Attach the certificates, brochures & other documents asked for in the RFP document.

5.7 Transferability of the RFP document

This RFP document is non-transferable.

5.8 Misplacement of the RFP document

GHMC shall not be responsible for any postal delay about non-receipt / non-delivery of the documents.

5.9 Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid and shall in no event or circumstance be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process. The Tender document is downloadable free of cost to all the bidders. The soft copy may be downloaded from e-procurement portal Bidders are required to submit ONLINE the Bid Processing Fee, as onetime tender processing fee (Non- refundable). Tender Fee and EMD are to be paid electronically using the Online Payment Facility provided in the Portal.

5.10 Completeness of Response

Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the Bidder's risk and may result in rejection of its Proposal and forfeiture of the Bid EMD.

5.11 Proposal Preparation Costs

The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conducting informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by GHMC to facilitate the evaluation process and in negotiating a definitive contract or all such activities related to the bid process.

GHMC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. This RFP does not commit GHMC to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this bid.

All materials submitted by the bidder become the property of GHMC and may be returned completely at its sole discretion.

5.12 Signing of Communication to the GHMC

All the communication to GHMC; the bid documents shall be signed on each page by the authorized representative of the bidder and authority letter should be attached with the bid.

5.13 Queries

All enquiries / queries from the bidders, related to this RFP must be directed in writing (email) exclusively to the contact person.

eMail id – ccp.ghmc@gmail.com

The preferred mode of delivering written questions to the aforementioned contact person would be through email. Fax / Telephone calls will not be accepted. In no event will the GHMC be responsible for ensuring that bidders' inquiries have been received by GHMC.

After distribution of the RFP, the contact person notified by GHMC will begin accepting written questions from the bidders. GHMC will endeavor to provide a full, complete, accurate, and timely response to all questions. However, GHMC makes no representation or warranty as to the completeness or accuracy of any neither response, nor does GHMC undertake to answer all the queries that have been posed by the bidders. The responses to the queries from all bidders will be distributed to all.

All queries should be sent to the **Chief City Planner, GHMC** in the following format:

| Sl. No | Section No./ Pg. No | Component/Sub-component | Reference/Subject Requiring clarification | Clarification Sought |
|--------|---------------------|-------------------------|---|----------------------|
| | | | | |

Note: The queries not adhering to the above mentioned format may not be responded.

5.14 Amendment of RFP Document

At any time prior to the last date for receipt of bids, GHMC, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by an amendment.

The amendment will be notified in tender document / RFP published on website and may be communicated to all prospective Bidders by publishing the amendments on the website and the amendments so published will be binding on them. The amendment will have to be downloaded from website <https://eprocurement.telangana.gov.in> . Interested bidders are requested to visit on frequent basis the e-procurement website to get latest update of the RFP.

In order to afford prospective Bidders reasonable time in which to take the amendment into account in preparing their bids, GHMC may, at its discretion, extend the last date for the receipt of Bids.

The bidders shall be allowed to resubmit their bid- if required, after such amendments.

5.15 Supplemental information to the RFP

If GHMC deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such corrigendum shall be deemed to be incorporated by this reference into this RFP.

5.16 GHMC right to modify submission deadline

GHMC may, in exceptional circumstances and at its discretion, extend the deadline for submission of proposals by issuing a corrigendum on the website, in which case all rights and obligations of the

project and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

5.17 Submission of Bids

Online submission of Bids:

- The Bidder shall complete the Technical Bid and a Financial Bid furnished with the document giving details as per the format mentioned in the e-Tendering website <https://eprocurement.telangana.gov.in>. The bidder shall also complete the bid form as per format on e-procurement portal and submit it with the financial bid on or before 00.03.2025.
- Telex, e-mailed or facsimile bids will be rejected.

Bids should only be submitted in electronic format in e-procurement portal no physical copy shall be submitted. In case financial bid is submitted along with the technical bid, the bid will be rejected.

Bidder shall register in e-procurement for facilitating them in submission of the bid documents on the e-tendering website; In case any of the bidders is not registered they will have to get the registration completed on their own.

The Bidder's names, bid modifications or withdrawals, and the presence or the absence of requisite bid security and any other details as GHMC may consider appropriate, will be announced at the time of opening.

Bids that are not opened and read out at bid opening shall not be considered for further evaluation, irrespective of the circumstances. Prices shall be quoted in Indian Rupees Only.

5.18 Bid Submission Format

The entire proposal shall be strictly as per the format specified in this Request for Proposal. Bids with deviation from this format shall be rejected.

Notice No. RFP- 01/TP/HO/GHMC/2025-26, dt:09.04.2025

5.19 Late Tender offers

Any tender offer received by GHMC after the deadline for submission of tender offer prescribed by GHMC, pursuant to the clause above, will be summarily rejected.

5.20 Offer/Bid validity Period

The offer/bid should be valid for a period of **90 days** from the date of the opening of tender. On completion of the validity period, unless the Bidder withdraws his bid in writing, it will be deemed to be valid until such time that the Bidder formally (in writing) withdraws his bid.

5.21 Address of Submission of bids

Offers should be addressed to the at below given address:

Office of the Chief City Planner
Town Planning Section, Head Office,
Greater Hyderabad Municipal Corporation,
Lower Tank bund, Hyderabad

5.22 Earnest Money Deposit

Bidders are required to pay EMD online payable at e-procurement portal and valid for **90 days** from the due date of the tender for RFP for **Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc.,** as Earnest Money Deposit(EMD) along with their offer. Offers made without EMD will be rejected. The earnest money deposit shall be non-interest bearing and is refund able to unsuccessful Bidders. The successful Bidder's EMD will be discharged upon the Bidder executing the Contract and furnishing the Security Deposit of 5% of the total work order.

The EMD may be forfeited

- a. If a Bidder withdraws its tender during the period of bid validity
- b. Or in case of a successful Bidder, if the Bidder fails
 - To sign the contract in accordance with terms and conditions;
 - To furnish Bid Security Deposit as specified in terms and conditions

5.23 Documents comprising the bid

The bid prepared by the Bidder shall comprise of the following components. The bids not conforming to the requirements shall be summarily rejected.

| Document Set | Name of Document | Content |
|--------------|--|---|
| One | RFP Document fee & Earnest Money Deposit | a. RFP Document Fee receipt b. Earnest Money Deposit (EMD)receipt |
| Two | Pre-Qualification Bid | a. Pre-Qualification bid as per Section 4.1 along with the required supporting documents. b. No Deviation Certificate as per Section 9.7 c. Total Responsibility as per section 9.8 |

| | | |
|-------|---------------|--|
| Three | Technical bid | <p>a. Technical Bid as per Section 4.2: Formats for submission of the Technical Bid along with the required supporting documents</p> <p>b. Response to Functional Requirement Specification (FRS) and Technical Requirement Specifications (TRS)</p> |
|-------|---------------|--|

The technical bid shall be submitted online at <https://eprocurement.telangana.gov.in/> and in case of any discrepancy the bid submitted online will be considered final. The hard copy of the bid is for reference purposes only.

Bidders are requested to note the following:

- All the pages of the bid must be sequentially numbered. The bid documents must contain in the beginning of the document, a list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.
- The original bid shall be prepared in indelible ink. It shall contain no inter lineation or overwriting, except as necessary to correct errors made by the Bidder itself. Any such corrections must be initialled by the person (or persons) who sign(s) the bids.
- All pages of the bid shall be initialled and stamped by the person (or persons) who sign the bid.
- Failure to submit the bid before the submission deadline specified in the Fact Sheet would cause a bid to be rejected.
- Authority will not accept delivery of bid by fax, e-mail or in person and shall only be through web sites as mentioned in the Fact Sheet.
- Bidder shall submit Power of Attorney or Authorization Letter of the person signing the bid as per section 9.13.
- Bidder shall include the details of solution architecture of the integrated solution in the Technical Bid
- Bidder shall include the COMPLIANCE STATEMENT as a separate section in the Technical Bid.
- Bidder shall include in a separate sheet the ASSUMPTION and DEVIATION on technical specification, Installation and Maintenance etc. as a separate section in the Technical Bid.
- Bidder shall include any software required to make their solution fully functional as per requirement.

5.24 Clarification of Offers

To assist in the scrutiny, evaluation and comparison of offers, the Commissioner, GHMC, may at his discretion, ask some or all Bidders for clarification of their offer. The request for such clarifications and the response will necessarily be in writing.

5.25 GHMC right to accept any Bid and to reject any Bid or all Bids

Notwithstanding anything stated herein, GHMC reserves the right to accept full or part of the Bid or reject any Bid, and to cancel/annul the bidding process and reject all Bids at any time before the award of the Contract, without assigning any reason and thereby without incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidder of the grounds for GHMC action/decision.

5.26 Modification and Withdrawal of Offers

Modification or Withdrawal of Offers is not permissible after its submission. If the offer is withdrawn before the validity period, the EMD will stand forfeited.

5.27 Conditional offers by the Bidders

Bidder should abide by the terms and conditions specified in the RFP Document. If bidder submit conditional offers it shall be liable for outright rejection.

5.28 Negotiations, Contract Finalization and Award

GHMC shall reserve the right to negotiate with the bidder(s) whose proposal has been ranked first by the tender evaluation committee on the basis of best value to the Project.

5.29 Award Criteria

GHMC will award the Contract to the bidder whose Bid has been determined to be substantially responsive and has been determined as the Best Value Bid (a proposal which qualifies in all the evaluation stages and proves to be the lowest Financial quote), provided further that the bidder has demonstrated that it is qualified to perform services required for the project satisfactorily. The LOI / work order could be awarded to the either Prime bidder or consortium partner depending their roles and responsibilities allocations defined in their MoU.

5.30 Signing of Contract

At the same time as GHMC notifies the Successful bidder that its Bid has been accepted, GHMC shall enter into a contract, incorporating all agreements (to be discussed and agreed based on draft Contract Agreement (Annexure) between GHMC and the Successful bidder/Lead Bidder/Consortium Partner. Such agreements shall cover, in detail, aspects/ terms of the Contract.

5.31 Security Deposit

Within 30 days of the communication by GHMC (by Letter / E-mail) successful bidder will have to sign a Contract Agreement with GHMC& submit Security Deposit equal to 5% of the Order value in the form of Demand Draft or bank guarantee as instructed in letter / Email by authority.

5.32 Performance Bank Guarantee

The successful Bidder shall at his own expense submit unconditional and irrevocable Performance Bank Guarantee (PBG) to the Authority. The PBG shall be from a Nationalized Bank or a Scheduled Bank in the format prescribed in Section 9.12, payable on demand at any of the bank branches in , for the due performance and fulfilment of the contract by the bidder.

This Performance Bank Guarantee shall be for an amount equivalent to 10% of total financial bid value (as per the financial bid format of the RFP)

PBG shall be invoked by Authority, in the event the Bidder:

- a. Fails to meet the overall penalty condition as mentioned in RFP or any changes agreed between the parties,
- b. Fails to perform the responsibilities and obligations as set out in the RFP to the complete satisfaction of Authority,
- c. Misrepresents facts/information submitted to Authority.

The performance bank guarantee shall be discharged/returned by Authority upon being satisfied that there has been due performance of the obligations of the bidder under the contract. However, no interest shall be payable on the performance bank guarantee.

In the event of the Bidder being unable to service the contract for whatever reason(s), Authority shall have the right to invoke the PBG. Notwithstanding and without prejudice to any rights whatsoever of Authority under the contract in the matter, the proceeds of the PBG shall be payable to Authority as compensation for any loss resulting from the bidder's failure to perform/comply its obligations under the contract.

The proceeds of the performance bank guarantee shall be payable to GHMC as compensation for any loss / penalties / liquidated damages resulting from the Bidders failure to complete its obligations under the contract for post implementation support.

6. Project Scope

The broad objective of the work is preparation of Detailed Topographical Plans, Collection of Baseline Data and Geo- referencing of Immovable Properties of GHMC and to prepare the Inventory of those properties.

6.1 Scope of Work

Broadly the scope of work includes the Preparation of profile of each and every Immovable property, Preparation of Inventory of Immovable properties of GHMC and Geo-referencing of immovable properties by conducting detailed physical survey. Also it includes the development of GIS/Software Application for monitoring the immovable properties.

The selected firm shall provide the following services:

- i. Shall carry out a detailed Physical Survey of Immovable Properties of GHMC using DGPS (Differential Global Positioning System) to collect the boundary measurements & extent of

the property, physical features of the property, building foot prints within the property, surrounding features such as abutting roads, utility lines, buildings etc., of the property.

- ii. Shall Collect Real world Co-ordinates of each and every corner of the Property using DGPS.
- iii. Shall prepare detailed plans of property to a Scale 1 : 200 to 1:1000 with boundary measurements & extent and showing all physical features, abutting roads, boundaries etc.,
- iv. Shall capture the Photographs of the property covering Frontage, sides and inside of the property
- v. Shall collect the details of the property such as
 - a) GHMC Circle Name and Number , b) Layout Name & Number (in case of Layout Open space) c) Extent of Open space as per Layout (Sq. yards) (in case of Layout Open spaces), d) Extent of Open space/ Site as per ground (in Sq. yards) , e) Sy. No. / Town Sy. No., f) Door No., g) Locality Name, h) Village, i) Mandal, j) District, k) Is it Open land or with Building (L/WB), l) is it enclosed with compound wall or not. m) Schedule of Boundaries : i) North : - - . ii) South: ---. iii) East :- - , iv) West:-- n) If with Building specify usage, o) Name of the Building / Office, p) Built up Area of the Building (Sq. feet), q) Extent of Encroachment of Open space (in Sq. yds) (in case of layout open spaces), r) Nature of Encroachment (Mention Specific Structure), s) GPS Coordinates : i) Latitude and ii) Longitude (in degrees) and iii) Link , t) Remarks, if any.
- vi. Shall Geo- reference of each and every Immovable property of GHMC and generate Unique ID Number for those properties.
- vii. Shall Design and Develop Geo-enabled Mobile Application for integrated with Base map/Google Map for conducting survey/ to collect attribute data of property.
- viii. Shall integrate the collected Attribute data of the properties with corresponding spatial data
- ix. Shall prepare the profile of each and every Immovable property showing :
 - Baseline data of the Property as per item no. (v) above.
 - Photographs showing Frontage, sides and inside of the property as per item no. (iv) above.
 - Detailed Plan in a scale of 1:500 of the property as per item no. (i) & (iii) above .
- x. Shall prepare the Inventory of immovable properties as per the format prescribed.
- xi. Shall develop & implement Software Application to monitor the immovable properties of GHMC.

6.2 Scope of Survey:

- i. The Survey shall be carried along the boundaries of the Immovable properties, which are invariably shown by the GHMC staff of concerned Circle office.
- ii. DGPS readings at each station along the periphery i.e., each corner of the Immovable property shall be taken by a Rover with a minimum observation period of 15 minutes, Differentially correct the DGPS Rover data with base station/ control point data, if real time DGPS is not used. Preferably RTK-DGPS shall be employed.

- iii. Establishment of Base Stations :
- Base Stations to be fixed by Multi/ Dual frequency DGPS receivers with SOI of Control Points, if available, as reference.
 - The minimum Observation time for base station shall be 12 hours from nearest SOI control point.
 - Required number of Control Points shall be established in such a way that the distance between the DGPS base station & rover shall be less than 10 km (for single frequency DGPS Rovers) and less than 50 kms (for dual frequency DGPS Rovers).
 - The panoramic view surrounding the Base Stations as well as antenna location showing the surroundings should be digitally photographed and documented.
- iv. Rovers shall be of Dual/Multiple frequency DGPS receivers within a radius of 50 km from the base. In case Single frequency DGPS receivers are used, they should be used within 10 kms radius only. Readings at the station shall be taken with a minimum observation period of 15 minutes to differentially correct the DGPS Rover data with base station/ control point data.
- Preferably Dual frequency Real Time Kinematic DGPS with OMNISTAR XP/HP connection shall be employed, so as to achieve accuracy of centimetre level.
- v. The height above MSL shall also be recorded for each property.
- vi. The survey shall be conducted with similar instruments as far as possible.
- vii. DGPS instruments are used for survey must be set-in to Geographic Coordinate System – **WGS84 Datum.**
- viii. Raw (for Rover and Base) as well as post- processed/ real- time differentially corrected DGPS readings (for Rover) (along with source file, all error charts and outputs) for each location shall be submitted every week or as soon as the work completed, whichever is earlier, to the Authority. In case Real Time DGPS is used the raw and differentially corrected readings in real- time for each survey station along with error profile and charts must be submitted.
- ix. For each property a unique ID shall be given. All the features shall be recorded in the ID. All the features will be extracted from this data.
- x. The Attributes shall be collected as specified by the Authority using Mobile App developed by the Consultant as per 6.1(vii) above and shall be linked to the corresponding features.
- xi. The Firm shall deploy sufficient Teams along with all logistics and equipment to carry out the survey and mapping work as detailed above and deliver the outputs as specified by the Authority.

- xii. Each Team shall comprise of a Team Leader who shall be Specialist in Geomatics, a DGPS Operator and/ or A TS Operator and sufficient number of supporting surveyors for accomplishing the task.
- xiii. It is proposed to carryout survey work in all 6 zones of GHMC simultaneously by deploying at least 2 Teams to each Zone.
- xiv. The Zonal City Planner will coordinate the survey work with Consultant Teams and assign the Teams to the Circles in his Zone.
- xv. The Assistant City Planner of Circle with the support of concerned Town Planning, Revenue and Engineering staff will provide the details such as location, extent, boundary line etc., of Immovable properties to be surveyed and mapped in their Circle limits. He also supervises and checks the accuracy of the survey work.

6.3 Qualification of Key Personnel

The bidders should provide the details of manpower sufficient to deliver the requirements of GHMC and also provide earlier projects man power utilization details and the following for specific requirement of current project

| Sr. No. | Position | Minimum Qualification |
|---------|-------------------|---|
| 1. | Project Manager | Education: Full Time Graduation with B.E/B.Tech (Civil. Engg/ Planning), Geo Informatics, GIS or equivalent Total Experience: At least 5 years Should have more than 5 years of experience of handling such large projects as a project manager in the area of Land Surveying with DGPS, Total Station , GIS Mapping and Web Development Languages known (Read, Write and Speak): Hindi, English Excellent writing, communication, time management and multi-tasking skills |
| 2. | Team Leader | Education: Graduate (BE/B.Tech/MCA /Stats/MSc. or equivalent) Having Experience of more than 3 years in Land Surveying using Total Station, GPS & DGPS and the associated software for the downloading & processing data. n Knowledge of GIS software, GPS, DGPS and its technology |
| 3. | DGPS/ TS Operator | Education: Diploma or B.Tech in Civil Engineering or equivalent. Having Experience of more than 3 years in Land Surveying using Total Station, GPS & DGPS and the associated software for the downloading & processing data. |
| 4. | Surveyors | Education : Diploma in Civil Engg/ Surveying and Levelling |

| | | |
|----|-------------------------------------|---|
| | | Having at least 3 years experience in Land surveying using Total Station, GPS & DGPS and the associated software for the downloading & processing data. |
| 5. | CAD Operators | Education: Certificate course in CAD Having Experience of more than 3 years in preparation of Drawings in CAD Format. |
| 6. | Database Programmer /MIS Specialist | Education: Graduate(BE/B.Tech/MCA/ Stats/MSc. or equivalent) Total relevant experience: Min 5-year |

* CVs of the above key personal to be enclosed as per Annexure.

6.4 Deliverables by the Consultant.

After completion of the work in all respects, the Consultant shall provide the following items to the satisfaction of the Authority.

- i. Consultant shall submit property wise Raw and differentially corrected DGPS Readings in RINEX and native format (8 decimal places in degrees for Latitude and Longitude including Height above MSL in meters)
- ii. Real world Co-ordinates of each and every corner of the Property in 8 decimal places in degrees for Latitude and Longitude including Height above MSL in meters
- iii. Consultant shall submit map of each and every property in CAD Format and KML Format, , Shape file/Geo-referenced maps of each & every property.
- iv. Consultant shall submit soft & hard copy of map of property to appropriate scale depending on the extent of site, preferably in a Scale of 1 : 200 to 1:1000, containing the boundary measurements & extent of the property, physical features of the property, building foot prints within the property, surrounding features such as abutting roads, utility lines, buildings etc., of the property.
- v. Consultant shall integrate the collected Attribute data of the properties with corresponding spatial data
- vi. Consultant shall Design and Develop Geo-enabled Mobile Application integrated with Base map/Google Map for conducting survey/ to collect attribute data of property.
- vii. Consultant shall submit the Report in Hard Copy (8 Sets) as well as Soft copy, containing profile of each and every Immovable property showing :
 - Baseline data of the Property as per item no. **6.1 (v)** above.
 - Photographs showing Frontage, sides and inside of the property as per item no. **(iv)** above.
 - Detailed Plan of the property drawn to an appropriate scale as per item no.**6.1 (i) & (iii)** above .
- viii. Consultant shall submit the Hard and Soft copy of the Inventory of immovable properties as per the format prescribed.

- ix. Consultant shall develop & implement Software Application to monitor the immovable properties of GHMC.

7. Terms and Conditions of the Tender

7.1 Milestones and Payment Schedules for Implementation Phase

Based on findings of the site survey activity done by the bidder, the bidder may propose a change in the phasing. GHMC also retains the right to suo-moto change the number of sites or individual units to be deployed for each scope item. The final decision on change in phasing and related change in payment schedules shall be at the discretion of GHMC.

Bidder should complete all the activities within the defined timelines as indicated. The timeline will be reviewed regularly during implementation phase with reports that are generated through the GIS app developed by the bidder and may be extended in case GHMC feels that extension in a particular Request Order/Integration or any track is imperative, for the reason beyond the control of the bidder. In all such cases GHMC decision shall be final and binding. The bidder will be eligible for the payment based on the completion of activities and approval of the relevant deliverables.

| Milestones | Activity | Timeline | Payment |
|------------|--|------------------|---------------------|
| M0 | Issue of Work Order | T0 | - |
| M1 | 25% Completion of Physical survey, Plans preparation and collection of Attribute Data & Geo referencing of Immovable Properties and submission of the data to this effect. | T1= T0+ 4 Weeks | 15% of Project Cost |
| M2 | 50 % Completion of Physical survey, Plans preparation and collection of Attribute Data & Geo referencing of Immovable Properties and submission of the data to this effect. | T2= T0+ 8 Weeks | 15% of Project Cost |
| M3 | 75% Completion of Physical survey, Plans preparation and collection of Attribute Data & Geo referencing of Immovable Properties and submission of the data to this effect. | T3= T0+ 12 Weeks | 15% of Project Cost |
| M4 | 100 % Completion of Physical survey, Plans preparation and collection of Attribute Data & Geo referencing of Immovable Properties and submission of the data to this effect. | T4= T0+ 16 Weeks | 15% of Project Cost |
| M5 | Submission of Draft Report covering all Immovable Properties, consisting of profile of each and every immovable property and submission of Inventory of Immovable properties in the prescribed format. | T4= T0+ 20 Weeks | 15% of Project Cost |
| M6 | Submission of Hard (8 Sets) & Soft Copies of Final Report containing the data as specified in the RFP along with Plans in CAD & KML Format / Geo-referenced and Implementation of Software Application for monitoring of Immovable Properties. | T4= T0+ 24 Weeks | 25% of Project Cost |

Note:

- All payments to the bidders shall be made upon submission of invoices along with necessary approval certificates from concerned Authorities.
- The above payments are subject to meeting of SLA's failing which the appropriate deductions as mentioned in the SLA document of this RFP.
- Payment shall be released on issue of Completion Certificate from Competent authority of Revenue Wing of GHMC.

7.2 Penalty

If Bidder fails to execute the contract in time, GHMC may impose any or all of the following:

- For any delay in completion of the task beyond the date specified in the contract for Implementation and support Commissioner, GHMC the Owner shall without prejudice to its other remedies under the contract, deduct by way of penalty from the Contract value, a sum equivalent to 0.5 (zero point five) % of cost of respective work for every week of delay, up to a maximum of 5(five) % of the contract value. Once the maximum is reached, the Owner / Commissioner, GHMC may consider termination of the contract without giving any notice and get the work executed at the cost and responsibility of bidder while also invoking the Performance Bank Guarantee.

7.3 Final Acceptance Testing

Pre- requisites of Final Acceptance shall have the following:

- Installation & commissioning of all hardware, software supplied under this RFP
- All documentation and relevant acceptance test document (including IT Components, non IT components).
- For IT & Non-IT equipment / software manuals / brochures / Data Sheets / CD / DVD / media for all the supplied components.
- Availability of all the defined services shall be verified and mutually agreed between GHMC and the successful bidder.
- Bidder shall be required to demonstrate all the features / facilities / functionalities as mentioned in the RFP.

7.4 Data Security

Selected Bidder and its team have to maintain the confidentiality and security of data in true spirit. In no case, breach in security of data will be acceptable. Violation of this clause may lead to severe penalties, maximum up to termination of involved agency as decided by tender issuing authority.

7.5 Non-Disclosure Agreement

The selected Bidder has to sign Non-Disclosure Agreement with GHMC. It will be selected bidder responsibility to get this agreement signed along with contract agreement. Format of Draft NDA is attached in the Annexures.

7.6 Confinement of data

Any data or related document (both in physical and electronic format) being used for GIS Application/System implementation will not be allowed to be taken outside without the permission of Head of the ward/Department.

7.7 Force Majeure

The Bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of force Majeure. For purposes of this Clause, “Force Majeure” means an event beyond the control of the Bidder and not involving the Bidder fault or negligence and not foreseeable. Such events may include, but are not limited to, Acts of God or of public enemy, acts of Government of India in their sovereign capacity, acts of war, either in fires, floods, strikes, lock-outs and freight embargoes.

If a Force Majeure situation arises, the Bidder shall promptly notify the GHMC Authority, in writing of such conditions and the cause thereof within twenty calendar days. Unless otherwise directed by the Authority in writing, the Bidder shall continue to perform its obligations under the Contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

In such a case, the time for performance shall be extended by a period(s) not less than the duration of such delay. If the duration of delay continues beyond a period of three months, GHMC and the Bidder shall hold consultations with each other in an endeavor to find a solution to the problem. Notwithstanding above, the decision of the Commissioner, GHMC, shall be final and binding on the Bidder.

7.8 Data Ownership

All the data created as the part of the project would be owned by GHMC. Successful Bidder shall take utmost care in maintaining security, confidentiality and backup of this data. All these Drawings and Reports and data created cannot be issued to any other person, firm, authority or used by the consultant for any other project. No copies of any document or report shall be issued to any one without permission of Authority.

7.9 Intellectual Property Rights

The Successful Bidder shall transfer the Source Code of the customized GIS Solution to GHMC along with all the rights and privileges. Successful Bidder shall also submit all the necessary instructions for incorporating any modification / changes in the software and its compilation into executable / installable product. The Successful Bidder shall indemnify GHMC against all third-party claims of infringement of copyright, patent, trademark or industrial design rights arising from use of the Goods or any part thereof in India.

IPR of the all the Application Software developed/ customized/modified by Successful Bidder for providing the services shall be fully owned by the GHMC. Successful Bidder will have to provide the tools for accessing the data at the end of maintenance period while passing on the rights (license) of using any third party software/software tool, the service provider shall ensure that such rights are inclusive of the use of that software for development in addition to deployment.

The software licenses supplied by Successful Bidder shall be genuine, perpetual, full use and should provide patches, fixes, security updates directly from the OEM at no additional cost to the GHMC for the entire period of contract. All the licenses and support should be in the name of GHMC from the date of procurement. In the event of any claim asserted by a third party of infringement of copyright, patent, trademark or industrial design rights arising from the use of the Goods or any part thereof in India the Successful Bidder shall act expeditiously to extinguish such claim.

If the Successful Bidder fails to comply and GHMC is required to pay compensation to a third party resulting from such infringement, the bidder shall be responsible for the compensation including all expenses, court costs and lawyer fees. GHMC will give notice to the service provider of such claim, if it is made, without delay.

7.10 Termination of Contract

Under this Contract, GHMC may, by written notice terminate the contract with bidder in the following ways:

- Termination for Default: In case of Successful Bidder failing to perform obligations under the Contract or if the quality is not up to the specification or in the event of non- adherence to time schedule.
- Termination for Convenience: GHMC by written notice sent to the Successful Bidder, may terminate the contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for GHMC's convenience, the extent to which performance of the Successful Bidder under the Contract is terminated, and the date upon which such termination becomes effective.
- Any service that has been completed or rendered and within 30 days after the Successful Bidder's receipt of notice of termination shall be accepted by GHMC at the Contract terms and prices.

7.11 Exit Management

Exit Management Purpose:

This Schedule sets out the provisions, which will apply on expiry or termination of the contract. The Parties shall ensure that their respective associated entities carry out their respective obligations set out in this Exit Management Schedule.

7.12 Arbitration (As per the State Government rules)

i) The selected implementing agency shall indemnify state against all third party claims arising out of a court order or arbitration award for infringement of patent, trademark / copy right arising from the use of the supplied services or any part thereof.

ii) In the event of any dispute or differences arising under these conditions or any special conditions of the contract in connection with this contract, the same shall be referred to Secretary, Information Technology & Communications, and Government of Telangana for final decision and the same shall be binding on all parties.

iii) Any other terms and conditions, mutually agreed prior to finalization of the order / agreement shall be binding on the selected implementing firm.

iv) The Selected Bidder, User dept. and TSTS shall make every effort to resolve amicably by direct negotiation any disagreement or dispute arising between them under or in connection with the purchase order. If any dispute shall arise between parties on aspects not covered by this agreement, or the construction or operation thereof, or the rights, duties or liabilities under these except as to any matters the decision of which is specially provided for by the general or the special conditions, such dispute shall be referred to two arbitrators, one to be appointed by each party and the said arbitrators shall appoint an umpire in writing before entering on the reference and the award of the arbitration or umpire, as the case may be, shall be final and binding on both the parties. The arbitrators or the umpire as the case may be, with the consent of parties, may modify the timeframe for making and publishing the award. Such arbitration shall be governed in all respects by the provision of the Indian Arbitration and Conciliation Act, 1996 or later and the rules there under and any statutory modification or re-enactment, thereof. The arbitration proceedings shall be held in Hyderabad, Telangana, India.

8 Service Level Agreement

The purpose of this Service Level Agreement (hereinafter referred to as SLA) is to clearly define the levels of service to be provided by the successful bidder to GHMC for the duration of this contract.

- The business hours are 9:00 AM to 9:00 PM on all working days (Mon-Sat) excluding Public Holidays or any other Holidays observed by GHMC. The bidder however recognizes the fact that the GHMC offices will require to work beyond the business hours on need basis like tax rebate schemes, collection of tax schemes, special drives for LRS/BRS etc.
- The SLA parameters shall be monitored on a monthly basis as per the individual SLA parameter requirements. However, if the performance of the system/services is degraded significantly at any given point in time during the contract and if the immediate measures are not implemented and issues are not rectified to the complete satisfaction of GHMC or an agency designated by them, then the GHMC will have the right to take appropriate disciplinary actions including termination of the contract. A Service Level violation will occur if the bidder fails to meet Minimum Service Levels, to be measured on a monthly basis, for a particular Service Level. Overall Availability and Performance Measurements will be on a monthly basis for the purpose of Service Level reporting. An “Availability and Performance Report” shall be provided by the bidder on monthly basis in the format finalized in consultation with GHMC or any other nominated agency by GHMC.

The monthly Availability and Performance Report will be deemed to be accepted by the GHMC upon review and signoff by the Nominated official from GHMC, some of the Service Levels will be assessed through audits or reports; as appropriate to be provided by the bidder on a monthly basis, in the formats accepted by GHMC. The tools to perform the audit will have to be provided by the bidder. Audits will normally be done on regular basis or as required by the GHMC.

8.1 Penalty calculation

- The Penalty shall be calculated on a quarterly basis.
- All penalties defined for O&M phase will be exclusive to each other and total penalty for any of the quarter will not exceed more than 5% of quarterly payment.
- Planned Down-time (during non-working hours) is not considered for penalty calculation. Bidder will have to take at least 2 days prior permission from GHMC for the planned down-time. Planned Down-time won't be allowed for more than two times in a month.

8.2 SLA for Field Survey

| Sl. No | Parameter | Condition | Penalty |
|--------|--|--|---|
| 1. | Geo-referencing of Individual Immovable Property | The average RMS error shall not exceed 5.00% | 0.1% of the base map creation cost. |
| 2. | Boundary Measurements & Extent of Property | -do- | Rs. 100-00 per every incorrect value found in random sampling |
| 3. | Errors in Co-ordinates/DGPS Survey | -do- | Rs. 100-00 per every incorrect value found in random sampling |

8.3 SLA for Software Support

Any patch released by the OEM needs to be applied to the corresponding product within 7 working days. Any bugs / Critical software issues should be rectified within 5 working days from the date of complaint. Any delay in applying the patch will attract penalty of Rs.200/- per day. Any delay in solving bug / critical software issues will attract penalty of Rs.200/- per day.

9. Annexures

9.1 Technical Bid Form

Details to be provided in the Technical Bid in addition to the documents to be provided as mentioned in the Eligibility criteria of this tender document.

| Sl. No | Particulars | Compliance | Annexure |
|--------|-------------------------------------|------------|----------|
| 1. | Name of Bidder | | |
| 2. | Contact Details | | |
| 3. | Registration Number | | |
| 4. | Demand draft No (Tender fees) | | |
| 5. | Online Transaction No. (EMD) | | |
| 6. | PAN /TAN / Service Tax Registration | | |

9.2 Self-certificate for Project execution experience (In Bidding Entity's

Letter Head)

This is to certify that <Name of the Bidding entity> has been awarded with < Name of the Project > as detailed under:

| | |
|--|--|
| Name of the Project | |
| Clients name, Contact No. and Complete Address | |
| Contract value for the Bidder (in India in Rupees) | |
| Current status of the project (Completed/ Ongoing) | |
| Activities completed by bidding entity as on bid submission date (N.B only relevant activities as sought in the criteria to be included) | |
| Value of work completed for which payment has been received from the client | |
| Date of Start | |
| Date of Completion | |

(Authorized Signatory)

Signature:

Name:

Designation:

Bidding entity's name Address:

Seal:

Date:

9.3 Proposed Resource Deployment

| Sl. No | Resource Level | Responsibility/ Area of expertise | Brief Description of Education Qualification & Certifications | No. of Resources deployed at the proposed level |
|--------|----------------|---|--|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

9.4 Curriculum Vitae (CV)

| | | | | | |
|---|---------------|----------------------|-----------------|--------------------|--|
| Proposed Position | | | | | |
| 1.Name of firm | | | | | |
| 2. Name of the Staff | | | | | |
| 3.Date of birth | | | | | |
| 4. Nationality | | | | | |
| 5.Education : | Qualification | Institute/University | Degree obtained | Year of obtainment | |
| | | | | | |
| 6. Membership of professional Associations : | | | | | |
| 7.Certificates and Trainings Attended | | | | | |
| 8.Countries of work experience: | | | | | |
| 8. Language | | | | | |
| 9. Employment record | Employer | Position held | From | To | |
| | | | | | |
| Detailed Task Assigned | | | | | |
| Relevant Work Undertaken that Best Illustrates the experience as required for the Role) | | | | | |
| Name of Assignment Year Location Employer Main Project Features Position held Activities Performed | | | | | |

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

Signature of the Proposed Staff or
Authorized Signatory of the bid.

9.5 PRICE BID

Commercial Bid Format

| S. No. | Head | Unit | Amount (In Indian Rupees) | Amount (In Words) |
|--------|---|---|---------------------------|-------------------|
| 1. | Surveying, Digitization, Geo-referencing of Immovable Assets / Properties of Greater Hyderabad Municipal Corporation by deploying the required men and machinery, tools, equipments etc, including preparation and submission of soft and hard copy of data and maps of Immovable Properties as described in RFP, Development of Mobile Application for data collection and Development of Software Application for monitoring immovable properties, complete in all respects including cost of all material. | Per every 1000 Sq. mts or part there of (on Site Area) | | |

Note:

1. Unit rate and price shall be quoted by the bidder in Indian rupees in figure & words.
2. The rate quoted should be inclusive of all charges.
3. GST is exempted for GHMC Pure services as per the Notification No. 12/2017 Dt: 28.06.2017- Central Tax (Rate) GAZZETE OF INDIA, EXTRAORDINARY, PART II, SECTION 3, SUBSECTION (i) of the Ministry of Finance Government of India, subject to clarification from GST authorities, if any. Interested bidder should quote Exempting GST and future claims for GST amount would not be entertained.

Signature and Seal of Contractor

9.6 Declaration of Non-Blacklisting

(To be submitted on company letter head)

Declaration for Lead Bidder

Place

Date

To,

Subject: Self Declaration of not been blacklisted in response to the **RFP for Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc., LB Nagar Zone and Kukatpally Zone of GHMC**

Ref: Notice: RFP -01/TP/HO/GHMC/2025-26, dt:09.04.2025.

Dear Sir,

We confirm that our company or firm, , is currently not blacklisted in any manner whatsoever by any of the State or UT or PSU and or Central Government in India on any ground including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as on <last date of bid submission>.

(Signature of the Lead Bidder)

Printed Name

Designation

Seal

Date:

Place:

Business Address:

9.7 No Deviation Certificate

<To be submitted on Lead Bidder's letterhead>

This is to certify that our offer is exactly in line with your tender enquiry/RFP (including amendments) no. _____ dated _____. This is to expressly certify that our offer contains no deviation with respect to Authority requirements, Scope of Work, Functional Requirements Specification, Hardware Specification and Technical Requirements Specification.

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

9.8 Total Responsibility Certificate

<To be submitted on Lead Bidder's letterhead>

This is to certify that we undertake the total responsibility for the defect free operation of the proposed solutions as per the requirement of the RFP for the duration mentioned in the

RFP.

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

9.9 Performance Bank Guarantee

Ref:

Bank Guarantee No. Date _____

<Name>

<Designation>

<Address>

<Phone Nos>

<Fax Nos.>

<Email id>

Whereas, <<name of the supplier and address>> (hereinafter called “the Bidder”) has undertaken, in pursuance of contract no. <Insert Contract No.> dated. <Date> to provide Implementation services for <<name of the assignment>>to(hereinafter called “the Authority”)

And whereas it has been stipulated by in the said contract that the bidder shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with its obligations in accordance with the contract;

And whereas we, <Name of Bank> a banking company incorporated and having its head/registered office at <Address of Registered Office> and having one of its office at <Address of Local Office> have agreed to give the supplier such a bank guarantee.

Now, therefore, we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of Indian Rupees<Insert Value> (Rupees <Insert Value in Words> only) and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of Indian Rupees<Insert Value> (Rupees <Insert Value in Words> only) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the bidder before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the bidder shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This Guarantee shall be valid until <<Insert Date>>)

Notwithstanding anything contained herein:

I. Our liability under this bank guarantee shall not exceed Indian Rupees<Insert Value> (Rupees <Insert Value in Words>only).

II. This bank guarantee shall be valid up to <Insert Expiry Date>)

III. It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this bank guarantee that we receive a valid written claim or demand for payment under this bank guarantee on or before <Insert Expiry Date>) failing which our liability under the guarantee will automatically cease.

Date

Place

Signature

Witness

Printed

name

(Bank's common seal)

9.10 Bank Guarantee for Earnest Money Deposit

To,

<Name>

<Designation>

<Address>

<Phone Nos.>

<Fax Nos.>

<Email id>

Whereas <<Name of the bidder>> (hereinafter called 'the bidder') has submitted the bid for Submission of RFP <<RFP Number>> dated <<Date>> for <<Name of the assignment>> (hereinafter called "the Bid") to <<Authority>>.

Know all Men by these presents that we <<... >> having our office at <<Address>> (hereinafter called "the Bank") are bound unto the <<Authority>> (hereinafter called "the Authority") in the sum of Indian Rupees<<Amount in figures>> (Rupees <<Amount in words>> only) for which payment well and truly to be made to the said Authority, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this<<Date>>.

The conditions of this obligation are:

1. If the Bidder having its bid withdrawn during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Authority during the period of validity of bid
 - (a) Withdraws his participation from the bid during the period of validity of bid document; or
 - (b) Fails or refuses to participate in the subsequent Tender process after having been short listed;

We undertake to pay to the Authority up to the above amount upon receipt of its first written demand, without the Authority having to substantiate its demand, provided that in its demand the Authority will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to <<insert date>> and including <<extra time over and above mandated in the RFP>> from the last date of submission and any demand in respect thereof should reach the Bank not later than the above date.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

I. Our liability under this Bank Guarantee shall not exceed Indian Rupees<<Amount in figures>>(Rupees <<Amount in words>> only)

II. This Bank Guarantee shall be valid up to <<insert date>>)

III. It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this Bank Guarantee that we receive a valid written claim or demand for payment under this Bank Guarantee on or before <<insert date>>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank)

Seal:

Date:

9.11 Format for Power of Attorney for Lead bidder of Consortium

[To be executed on non-judicial stamp paper of the appropriate value in accordance with relevant Stamp Act. The stamp paper to be in the name of the company who is issuing the power of attorney]

Whereas _____ has invited RFP response for _____ (Name of the Project)

Whereas, the Members of the Consortium comprising of M/s. _____, M/s. _____, _____ and M/s. _____ (the respective names and addresses of the registered offices to be given) are interested in bidding for the Project and implementing the same in accordance with the terms and conditions contained in the RFP Documents.

Whereas, it is necessary for the members of the Consortium to designate one of them as the lead member with all necessary power and authority to do, for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortiums RFP response for the Project.

NOW THIS POWER OF ATTORNEY WITNESSETH THAT

We, M/s. _____ and M/s. _____ hereby designate M/s. _____ being one of the members of the Consortium, as the lead member of the Consortium, to do on behalf of the Consortium, all or any of the acts, deeds or things necessary or incidental to the Consortiums RFP response for the Project, including submission of the RFP response, participating in meetings, responding to queries, submission of information or documents and generally to represent the Consortium in all its dealings with Client or any other Government Agency or any person, in connection with the Project until culmination of the process of bidding till the Project Agreement is entered into with Client and thereafter till the expiry of the Project Agreement.

We hereby agree to ratify all acts, deeds and things lawfully done by our said Attorney pursuant to this power of attorney and that all acts, deeds and things done by our aforesaid Attorney shall and shall always be deemed to have been done by us or Consortium.

Dated this ____ the day of ____ 2025

(Signature)

(Name in Block Letter of Executants) *[Seal of Company]*

Witness1

Witness2

Notes: To be executed by all the members individually, in case of a Consortium/Joint Venture.

The Mode of execution of the power of attorney should be in accordance with the procedure, if any laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

9.12 Consortium Agreement

DRAFT MEMORANDUM OF UNDERSTANDING EXECUTED BY MEMBERS OF THE CONSORTIUM

[On Non-judicial stamp paper of Indian Rupees 100 duly attested by notary public]

This Memorandum of Understanding (MoU) entered into this day of [Date] [Month] 2025 at [Place] among _____ (hereinafter referred to as " _____ ") and having office at [Address], India, as Party of the First Part and (hereinafter referred as " _____ ") and having office at [Address], as Party of the Second Part and (herein after referred as " _____ ") and having office at [Address], as Party of the Third Part.

The parties are individually referred to as Party and collectively as Parties.

WHEREAS Greater Hyderabad Municipal Corporation has issued a Request for Proposal dated [Date] (RFP) from the Applicants interested in **RFP for Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc., LB Nagar Zone and Kukatpally Zone of GHMC**

AND WHEREAS the Parties have had discussions for formation of a Consortium for bidding for the said Project and have reached an understanding on the following points with respect to the Parties' rights and obligations towards each other and their working relationship.

AS MUTUTAL UNDERSTANDING OF THE PARTIES, IT IS HEREBY AGREED AND DECLARED AS FOLLOWS:

- i. The purpose of this Agreement is to define the principles of collaboration among the Parties to:
 - a) Submit a response jointly to Bid for the “**Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc., LB Nagar Zone and Kukatpally Zone of GHMC**” as a Consortium.
 - b) Sign Contract in case of award.
 - c) Provide and perform the supplies and services which would be ordered by the Authority pursuant to the Contract.
- ii. This Agreement shall not be construed as establishing or giving effect to any legal entity such as, but not limited to, a company, a partnership, etc. It shall relate solely towards the Authority for “**Request for Proposal for Surveying, Digitization, Geo-referencing of Immovable Assets of Greater Hyderabad Municipal Corporation such as Layout Open spaces, Parks, Play Grounds, Municipal Markets, Municipal Shops, Office Buildings, Community Halls, Municipal Lands, Slaughter Houses, Dumping Yards, etc., LB Nagar**

Zone and Kukatpally Zone of GHMC” for and related execution works to be performed pursuant to the Contract and shall not extend to any other activities.

iii. The Parties shall be jointly and severally responsible and bound towards the Authority for the performance of the works in accordance with the terms and conditions of the BID document, and Contract.

iv. (Name of Party) shall act as Lead Partner of the Consortium.

As such, it shall act as the coordinator of the Party’s combined activities and shall carry out the following functions:

a) To ensure the technical, commercial and administrative co-ordination of the work package

b) To lead the contract negotiations of the work package with the Authority.

c) The Lead partner is authorized to receive instructions and incur liabilities for and on behalf of all Parties.

d) In case of an award, act as channel of communication between the Authority and the Parties to execute the Contract

v. That the Parties shall carry out all responsibilities as Developer in terms of the Project

Agreement.

vi. That the broad roles and the responsibilities of each Party at each stage of the Bidding shall be as below:

Party A: _____ Party B: _____

vii. That the Parties affirm that they shall implement the Project in good faith and shall take all necessary steps to see the Project through expeditiously.

viii. That this MoU shall be governed in accordance with the laws of India and courts in Telangana State shall have exclusive jurisdiction to adjudicate disputes arising from the terms herein.

In witness whereof the Parties affirm that the information provided is accurate and true and have caused this MoU duly executed on the date and year above mentioned.

(Party of the first part)

(Party of the second part)

Witness:

9.13 Format for Power of Attorney to Authorize Signatory

POWER OF ATTORNEY

[To be executed on non-judicial stamp paper of the appropriate value in accordance with relevant Stamp Act. The stamp paper to be in the name of the company who is issuing the power of attorney.]

We, M/s. _____ (name of the firm or company with address of the registered office) hereby constitute, appoint and authorize Mr. or Ms. (Name and residential address) who is presently employed with us and holding the position of _____, as our Attorney to do in our name and our behalf all or any of the acts, deeds or things necessary or incidental to our RFP for the Project _____ (name of the Project), including signing and submission of the RFP response, participating in the meetings, responding to queries, submission of information or documents and generally to represent us in all the dealings with Client or any other Government Agency or any person, in connection with the works until culmination of the process of bidding till the Project Agreement is entered into with (Client) and thereafter till the expiry of the Project Agreement.

We hereby agree to ratify all acts, deeds and things lawfully done by our said Attorney pursuant to this power of attorney and that all acts, deeds and things done by our aforesaid Attorney shall and shall always be deemed to have been done by us.

(Add in the case of a Consortium)

Our firm is a Member or Lead bidder of the Consortium of _____, and _____

Dated this the _____ day of _____ 2025

(Signature and Name of authorized signatory)

(Signature and Name in block letters of all the remaining partners of the firm Signatory for the Company)

Seal of firm Company

Witness1:

Witness2:

Notes:

a. To be executed by all the members individually.

The Mode of execution of the power of attorney should be in accordance with the procedure, if any laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

9.14 Statement of Deviation from Technical Specifications

We hereby state the deviations from the Bus Technical Specifications in our offer. We understand that the Authority has the right to discuss these deviations with us before finalization of Technical Bid and before final bid aware. We understand and accept that in the event of material deviation, our bid is likely to be rejected.

| Sl. No | Technical Specification Clause Reference and | Deviation proposed | Rationale thereof |
|---------------|---|---------------------------|--------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

Signature and Seal of the Bidder