

NAGAR PALIK NIGAM BHILAI(C.G.)

G.E. Road,Supela,Bhilai Distt.Durg

NIT (FINANCIAL OFFER)

Name of work:- - Establishment of Project Management Unit and Manpower Supply for GIS and Door to Door survey of Bhilai Municipal Corporation Area.

S.No	Staff/ position details	Quantity/ Manpower	Rate per Month per unit in figure	Amount	Rate per unit in words
1	Project Manager	12 month	35,000	4,20,000	
2	Asst. project Manager	12 month	30,000	3,60,000	
3	GIS Analyst	6 month	30,000	180,000	
4	MIS Expert	12 month	30,000	3,60,000	
5	Database Analyst	3 month	30,000	90,000	
6	Programmer/Software Engineer	4 month	35,000	1,40,000	
7	App Developer/Web Developer	3 month	30,000	90,000	
8	Operator	6 month	15,000	90,000	
9	Survey Engineer	2 month	20,000	40,000	
10	Graphic Designer/Image Processor	2 month	30,000	60,000	
11	Field Coordinator	6 month	25,000	150,000	
Total				19,80,000	

Note: - 1) Rate shall inclusive of all taxes, levies etc.


A.E./E.E
NAGAR PALIK NIGAM
BHILAI

MUNICIPAL CORPORATION BHILAI

G.E. Road, Supela, BHILAI, Distt.Durg (C.G.)

Website: www.bhilainagarnigam.com

E-Mail: revenue.bmc@gmail.com

Name of work: - Establishment of Project Management Unit and Manpower Supply for GIS and Door to Door survey of Bhilai Municipal Corporation Area.

General Condition:-

1. The agency must be certified from ISO- OSI organization.
2. The agency must have previous experience in manpower supply and survey work in Govt./Semi Govt. /Local Body Organization/PSU.
3. Performance certificates, work order from the existing above clients (Organizations) must be attached.
4. The Tender will be valid for a period of **three years** form the issuance of work order after completion of tender agency must be intimated to the officials of this office in written well in time and proper handling over and taking over must be done by agency. Time period of 3 month may be extended on mutual consent.
5. Tenderer should submit their tender through Registered post or speed post only to reach in the office of the Executive Engineer (computer) Nagar Palik Nigam Bhilai. The Tenderer will have to submit the application for issue of tender document in the office of the Executive Engineer (Computer), Nagar Palik Nigam Bhilai up to
6. Telegraphic and conditional tenders without earnest money will not be accepted.
7. All offers shall be received on up to 5:00 P.M. only in the office of the Executive Engineer (Computer) Nagar Palik Nigam Bhilai.
8. In envelope "A", the earnest money deposit (EMD) of Rs. (..... only) in the form of FDR of any nationalized/scheduled bank in favor of "Executive Engineer (Computer) , Nagar Palik Nigam

Bhilai" and the tenderer (jointly) has to be submitted along with the bid. Without EMD, bids will not be entertained at all. EMD in any other form shall not be accepted and no bidder would be granted exemption from deposition of EMD.

9. The tenderer should enclose all the certificates and EMD in envelope "A". All the envelopes shall be sealed separately. First of all envelope "A" will be opened. Envelope "B" will be opened only after earnest money is found correct. Envelope No, "B" shall contain commercial bid in a prescribed format as given in format. All the two envelopes should be kept inside a separate sealed envelope.
10. The decision of commissioner Nagar Palik Nigam Bhilai will be final and binding in case of any dispute.
11. The successful tender has to enter into agreement within a period of 7 days from the date of receipt of the intimation of offer failing which the offer may be withdrawn and the EMD may be forfeited.
12. The tender should obtain the tender at his own cost, first hand information of the assignment and local conditions and Acts, Rules, instructions and procedures applicable and make independent assessment after paying a visit to the Municipal Corporation Bhilai office.
13. If the tenderer withdraws his tender before the date of letter information him about the acceptance of the tender or the tender backs out from the work after executing agreement and issue of work order, his earnest money deposit will be forfeited.
14. No escalation in rate will be allowed and no claim on delayed payment owing to unavoidable reason will be entertained.
15. The tender document forms a part of the agreement and each page of the bid document is to be signed by the tender, as a token of acceptance of the terms and conditions of the bid document, as enclosed to the tender paper.
16. The rate shall have to be quoted in both words and figures. Scoring, overwriting, interpolating, cutting should preferably be avoided by the tenderer to avoid complications.
17. The right to terminate the tender at any time if the work is not found satisfactory, after giving reasonable opportunity of hearing is reserved.

18. It may also be noted that in case of tenderer backing out in midstream without any explicit consent of this department, he will be liable to recovery at higher rates vis-à-vis, those contracted with it, which may have to be incurred by this Department on the work from the balance period of contract through alternative means.
19. The above act of backing out would automatically debar the agency from any further dealing with this Department.
20. Tender received after due date, those received without sealed cover and rates not be accepted.
21. The lowest total quoted tender will be accepted as the successful tender.
22. If the quality of execution of work is found inferior to one that is desirable, it shall be rejected and should be replaced /executed at the cost and risk of the tender.
23. In case the agency is not able to complete the job or any part of the job as specified, Nigam will be free to get work done from other party at higher and the cost difference will be recovered from the bidder.
24. Number of members in a JV or Consortium shall not be more than three. One of the members of the JV shall be its Lead Member who shall have a majority (at least 51%) share of interest in the JV or Consortium.
25. Commissioner, Municipal Corporation Bhilai reserves the right to terminate the contract by giving notice of one month without any financial obligation on both sides. In the event of cancellation of contract, the payment for services actually carried out will be made on pro-rata basis for the period during which service was provided.

Special Term And Condition :-

The following special conditions of work shall supplement the general conditions of contract, whenever there is conflict provisions herein shall prevail over those in the general conditions of contract

1. The bidder must be certified from ISO- OSI organization.

2. Required documents as a part of technical bid & place of service.

The bidder shall enclose copies of the following documents as a part of technical bid:

- Registration or incorporation certificate
 - ISO certificate.
 - Income tax PAN Number.
3. Work order copy as per tender condition No. 2 regarding manpower supply and survey works.
 4. Agency will have to provide qualification details of deployed staff/man power as per requirement or desired by BMC.
 5. Agency will deploy manpower as per the progress of GIS and door to door survey work and will submit development report on regular basis to authorities.
 6. Agency will provide office space for working of PMU staff in the range of 1 km from municipal corporation head office (supela, bhilai).
 7. Agency will be solely responsible for providing all the stationary, power , hardware (like, laptop , printer etc.), internet facility and software required for work.
 8. BMC and the agency will make a rate contract agreement and agency will provide required manpower as per requirement.
 9. BMC will accept monthly bill for the deployed manpower only.
 10. Details of employee , their qualification and experience details for establishment of PMU are as follows:

S.No	Position	No. of person	Qualification/skill	Experience
1	Project Manager	1	<p>Post Graduate in Finance or public.</p> <p>finance or Planning or MBA with specialisation in finance.</p> <p>Good knowledge of Property Tax Administration and municipal finance.</p> <p>Knowledge of IT enabled revenue collection by public authorities/ public utilities.</p> <p>Experience of working at HOD level in the State/ULB, or experience in commercial taxes departments of State or Central Governments and knowledge of local language will be an added advantage.</p>	<p>Managed at least 2 projects of similar nature.</p> <p>At least 10 years experience in the urban sector</p> <p>Should have fair knowledge of computerized surveys / data computerization.</p>
2	Asst. project Manager	1	Relevant Degree in engineering	3 years experience
3	GIS Analyst	1	Degree or equivalent in GIS or Data Analysis	3 years experience in relevant field
4	MIS Expert	1	Degree or equivalent in relevant Area.	5 years professional experience in MIS designing and data analysis.
5	Database Analyst	1	Relevant Degree in IT or engineering/Data Analysis	3 years' experience in relevant field
6	Programmer/ Software Engineer	1	MCA / IT Engineer	5 years professional experience

7	App Developer/Web Developer	1	Bachelor's degree in computer engineering design or a related field	Portfolio of strong creative work with minimum 3 year of experience
8	Operator	2	Diploma/Degree in IT	2 years' experience in data processing and equivalent
9	Survey Engineer	1	Relevant Degree in engineering	3 years' experience
10	Graphic Designer/Image Processor	1	Relevant Degree / course	3 years' experience
11	Field Coordinator	1	Relevant Degree in engineering	3 years' experience