

NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT (NCSCM)
(Ministry of Environment of Forests, Government of India), Koodal Building,
Anna University Campus, Guindy, Chennai – 600 025.

NOTICE INVITING TENDER FOR PROVIDING MANPOWER FOR PHOTOGRAMMETRY / REMOTE SENSING & GIS SERVICES IN THE PREMISES OF SURVEY OF INDIA, UPPAL, HYDERABAD FOR GENERATION OF ORTHO IMAGES AND DELINEATION OF HIGH AND LOW TIDE LINES ALONG THE INDIAN COAST INCLUDING TIDAL INFLUENCED WATER BODIES USING STEREO / ORTHO AERIAL / SATELLITE IMAGES.

Sealed tenders are invited under two bids system viz., Part-I - Technical Bid and Part-II - Financial Bid from reputed, experienced and financially sound Manpower Companies/ Firms/ Agencies/ Contractors, who have not been blacklisted by any Government Deptt./ Agency for providing Manpower services at Survey of India campus, Hyderabad, on outsourcing basis.

2. Bidders have to deposit the Earnest Money Deposit (EMD) i.e. Rs.20,000/- in the form of Demand Draft drawn on any scheduled Bank, in favour of "Director NCSCM" payable at Chennai.

3. The tender(s) forms/ documents may also be downloaded from NCSCM's website at www.ncscm.org. Bidders are requested to go through the instructions to the bidders and terms & Conditions contained in the bid document.

4. The bids should be submitted in sealed cover on or before **03/03/2015 by 3 pm** and the cover should be marked "Tender for Providing manpower for Photogrammetry / Remote Sensing & GIS services in the premises of Survey of India, Uppal, Hyderabad ". The bids should be addressed to the Director, National Centre for Sustainable Coastal Management (NCSCM), (Ministry of Environment of Forests, Government of India), Koodal Building, Anna University Campus, Guindy, Chennai – 600 025. No bid shall be accepted after the date and time fixed in the bid document.


(Dr. R Ramesh) 18/2/2015
Director NCSCM.

NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT (NCSCM)
(Ministry of Environment of Forests, Government of India), Koodal Building,
Anna University Campus, Guindy, Chennai – 600 025.

File No. -22-29/2008-WBICZM-IA-III/ Dated 17th February, 2015

SUBJECT: TENDER NOTICE FOR PROVIDING MANPOWER FOR REMOTE SENSING & GIS SERVICES IN THE PREMISES OF SURVEY OF INDIA, UPPAL, HYDERABAD.



National Centre for Sustainable Coastal Management (NCSCM) is an autonomous research institute of the Ministry of Environment & Forests, Govt. of India and has its office located in Koodal Building, Anna University Campus, Chennai - 600025. Sealed tenders are invited from reputed, experienced and financially sound Manpower Companies/ Firms/ Agencies/ Contractors, who have not been blacklisted by any Government Dept / Agency, for providing Remote Sensing & GIS Manpower Services for generation of Ortho images and delineation of High and Low tide lines along the Indian coast including tidal influenced water bodies, as mentioned below:-

Shift	Details of Manpower required		Location / Duty point	Duration
	Manager	Photogrammetry / Remote Sensing Expert		
First Shift	1	5	Survey of India, Hyderabad	3 months
Second Shift	--	5	Survey of India, Hyderabad	3 months
Total Manpower	11			

Note: The timings of the shift / number of Photogrammetry, RS & GIS personnel are changeable/ vary and shall be fixed by NCSCM from time to time depending upon the requirements. Prolonged duty hours (more than 10 hrs. at a stretch) shall not be allowed. No payment shall be made by NCSCM for double duty done, if any.

The contractor will have to enter into an agreement to providing Photogrammetry / Remote Sensing & GIS Manpower Service on the following terms and conditions:-

1. The sealed tenders are invited under two Bids Systems i.e. Technical Bid and Financial Bid. Last date for submission / receipt of tender(s) is **03 .03. 2015 at 03:00 PM**. The Technical Bids (Part-I) will be opened by Committee in the presence of those bidders or their authorized representatives, who wish to be present on the same day (**03 .03. 2015**) at 3:30 PM in ground or 2nd Floor, National Centre for Sustainable Coastal Management (NCSCM), Koodal Building, Anna University Campus, Chennai - 600025. After thorough scrutiny of the details in Technical bid Part-I, the Financial Bids i.e. Part-II of those firms who are responsive and qualified will be opened in the presence of those bidders who may choose to attend after due intimation to those who are qualified and the tenders will be finalized thereafter. Evaluation of the tenders will be done as per criteria laid down in clauses 53, 54 and 55.

2. Incomplete bids and bids received after due date and time will be liable for rejection.

3. The bidder should enclose Demand Draft for Rs.20,000/= (Rupees Twenty Thousand Only) drawn on any scheduled Bank, in favour of "Director NCSCM" payable at Chennai as Earnest Money (EMD) along with the Technical Bid (Part-I), which would be refunded to unsuccessful bidder. Bid not accompanied by earnest money shall be summarily rejected. The EMD will not



carry any interest whatsoever. EMD furnished for previous bids / tenders will not be adjusted against the present bid.

4. The successful bidder shall deposit, within seven working days of signing the mutual agreement for providing the Photogrammetry / Remote Sensing & GIS manpower service, the performance guarantee / security deposit equal to 10% of the annual value of the contract arrived on the basis of quoted price in the form of pay order / demand draft or bank guarantee of a nationalized bank. The pay order /demand draft so collected will not carry any interest. The amount of rupees twenty thousand only already deposited as EMD along with the tender will not be adjusted in the performance guarantee.

5. The bids should be submitted in sealed cover and the cover should be marked "Tender for providing manpower for Photogrammetry / Remote Sensing & GIS services in the premises of Survey of India, Uppal, Hyderabad". The bids should be submitted to the Director National Centre for Sustainable Coastal Management (NCSCM), (Ministry of Environment of Forests, Government of India), Koodal Building, Anna University Campus, Guindy, Chennai – 600 025. No bid shall be accepted after the date and time fixed in the bid document.

6. The Director National Centre for Sustainable Coastal Management (NCSCM) reserves the right to call anyone or all the bidders for negotiations or reject or accept any bid irrespective of whether it is the lowest or not, or to cancel any or all bids without assigning any reasons. The decision of the Director NCSCM shall be final and binding on all the bidders concerned.

7. Director NCSCM reserves the right to forfeit the EMD of empanelled bidders on account of (i) premature withdrawal from the bid (ii) non-payment of security deposit. The decision of the Director shall be final in this regard.

8. The firm should be licensed Contractor(s) / Firm(s) registered under the provisions of Contract Labour Act, 1970, should have a minimum experience of five years in executing the Photogrammetry / Remote Sensing & GIS manpower services in institutions / organizations under Central Government / PSU / Corporate Bodies and the bidder must be registered under EPFO and ESIC.

9. The bidders shall have the following registration and details of the same be provided in the technical bid.

(i) Service Tax Registration number (ii) Registration number (iii) Provident Fund Registration number (iv) ESI Registration number (v) License No. under Contract Labour (R&A) Act, 1970 (vi) Proof of experiences in the work of providing Photogrammetry / Remote Sensing & GIS manpower services of last three financial years with testimonials certificates from the clients. (vii) Annual returns of the last three years supported by audited balance sheet (viii) partnership deed / copy of Memorandum and articles of association, as the case may be. The bid is liable to be rejected in the absence of those documents.

10. The initial period of contract will be three months, which can be further extended , subject to the performance and mutual agreement.



11. Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between the amount quoted in words and figures, amount quoted in words shall prevail.

12. The Contractor will submit monthly pre-receipted bills in duplicate to the office of Director NCSCM before 5th of every month with the proof of deposit of ESI, PF and Service Tax, Copy of attendance sheet and wages payment sheet etc. NCSCM will make the payment up to 25th of every month for the period pertaining to previous month after deducting the statutory taxes if any levied by the Government from time to time. However, it is possible that some time for want of funds, if the bill is not be passed in time no interest / compensation shall be allowed. Without EPF, ESI and Service Tax payment certificate no payment will be released.

13. In the event of any question, dispute or difference arising under these conditions or any conditions contained in the Work Order or in connection with this contract, the same shall be referred to the sole **arbitration** of the National Project Director, SICOM, MoEF & CC, Govt. of India, No. 9, Institutional Area, Lodhi Road, New Delhi – 110 003 or any other person(s) appointed by him. The award of the arbitrator shall be final and binding on the parties to this contract.

14. The person or institution who intends to offer the bid thereafter referred to as "Agency" or "Contractor" for entering into contract to provide Photogrammetry / Remote Sensing & GIS manpower services should have minimum of two such contracts in the area of Photogrammetry / Remote Sensing & GIS for generation of Ortho images and mapping of High and Low Tide Lines by interpreting tonal variations in Geo-morphological signatures in digital Aerial Photographs / stereo / ortho images etc., in the last three years in the institutes / organizations under Central Government / PSU / Corporate Bodies.

15. The person or institution who intends to offer the bidder for this purpose must produce certificate from the authority where he had served as such showing that he had rendered services honestly and sincerely and that he is capable to carry out these duties as per contract.

16. The Contractor should render the services of providing manpower for Photogrammetry / Remote Sensing & GIS in two shifts for NCSCM in the premises of Survey of India, Uppal, Hyderabad, Telengana – 500039.

17. The minimum requirement of educational qualifications and experience of the manpower required (Managers - 1 & Remote Sensing Experts – 10) are given below:

a) Educational Qualification & Experience:

Sl. No.	Designation	Qualification & Experience
1	Manager	First class Post Graduate Degree in Sciences / Humanities / Technology with 3 years production experience in Remote Sensing / Photogrammetry / GIS including interpretation of Geomorphological features from OrthoPhotos /3D stereo models using ERDAS IMAGINE / ArcGIS / Photogrammetry Suite, out of which two years



		<p>should be in leading and managing a team of Remote Sensing / Photogrammetry / GIS experts in a digital geospatial production line.</p> <p>Experience in generation of ortho images and interpretation & delineation of High and Low Tide lines using coastal geomorphological signatures.</p>
2	Photogrammetry / Remote Sensing Expert	<p>First class Post Graduate Degree in Sciences / Humanities / Technology with 2 years production experience in Remote Sensing / Photogrammetry / GIS including generation of Ortho images and interpretation of Geomorphological features from OrthoPhotos /3D stereo models using ERDAS IMAGINE / ArcGIS / Photogrammetry Suite, out of which one year should be in generation of Ortho images, interpretation & delineation of coastal geo-morphological features and delineation of High and Low Tide lines.</p>

b) The Manager will be responsible for the overall management of operations for generation of ortho images and delineation of High and Low Tide Lines during their shift and will ensure that all the instructions issued by Director NCSCM or by any authority of NCSCM on his behalf are strictly followed and there is no lapse of any kind. The manager will also be responsible for Quality Assurance and Quality Control of the output generated by the Photogrammetry / Remote Sensing experts during their shift. All hardware, software, input data and other material required for generation of ortho images and delineation of High and Low Tide Lines will be provided to the contractor by Director NCSCM.

c) The Manager will supervise and monitor day-to-day functioning of the Photogrammetry and Remote Sensing experts who will be engaged in delineation of High and Low Tide Lines and who will report to the respective shift manager for day-to-day functioning.

d) As part of the duty it will be incumbent upon the Manager to give on-the-job training and instructions as may be necessary to the Photogrammetry / Remote Sensing experts under their control for generation of Ortho images and interpretation and delineation of High and Low Tide Lines and for optimum production of output.

e) The Remote Sensing experts will be responsible for generation of Ortho images in Photogrammetry suite s/w and interpreting the geo-morphological signatures from the aerial stereo / ortho images and delineation of High and Low Tide Lines in ERDAS / Photogrammetry suite / GIS environment and will ensure that all the instructions issued by Director NCSCM or by any authority of NCSCM on his behalf and by the shift manager are strictly followed and there is no lapse of any kind.

f) The eight hours shifts will be generally from 06:00 hrs. to 14:00 hrs. and 14:00 hrs. to 22:00 hrs. The timings of the shift are changeable and shall be fixed by NCSCM from time to time depending upon the requirements. Prolonged duty hours (more than 10 hrs. at a stretch) shall not be allowed. No payment shall be made by NCSCM for double duty, if any.



18. The duty points are liable to be changed during the contract period, from Survey of India, Hyderabad to any other location / city, with mutual agreement between Director NCSCM and the contractor.
19. The employees of the contractor shall be issued by the contractor a laminated I.C. affixing latest photograph given details of Name, Age, Ex-designation, Name of the Agency, date of appointment, EPF No., any other details, duly signed by a responsible officer representing the contractor.
20. The contractor shall at all times maintain requisite strength of personnel needed (Manager - 1 & Photogrammetry / Remote Sensing Experts – 10) as per the deployment criteria for the two shifts referred in the terms and conditions so as to **ensure** desired standard of production and performance. Any requirement of replacement of manpower (Managers / Remote Sensing Expert) will be taken-up by the contractor with Director NCSCM at least one week in advance and Managers / Photogrammetry / Remote Sensing Expert will be replaced by those with equal if not better caliber , with the prior approval of Director NCSCM.
21. The Contractor shall be liable to allow paid weekly off etc. to the personnel employed by him as mandated under the appropriate State / Central laws governing their employment under him.
22. All records to be maintained by the contractor for operations under the contract shall be subject to scrutiny / inspection by the authorized Officer of NCSCM.
23. The contractor shall not claim any amount more than the amount fixed by way of contract by the competent authority.
24. The Contractor will have to ensure satisfactory standards of its employee's competence, conduct, cleanliness and integrity. Neglect of duties, undesirable act, misbehavior and consumption of alcohol while on duty etc., shall not be condoned.
25. The contractor or person or institution to whom this contract is awarded shall not transfer or assign sub-contract to any other party.
26. The Contractor should ensure that they pay minimum wages from time to time to his employees engaged for services under the contract. Failure to pay minimum wages will render the contract liable for termination.
27. The staff engaged by the contractor or the person or institution to whom the contract is given shall be deemed to be the servants or employees of the contractor or the person or institution to whom the contract is given and such staff shall not be considered or deemed to be the employees and servants of NCSCM.
28. a)The contractor and all his employees shall abide by the security and other administrative instructions issued by NCSCM / Survey of India from time, while working in the premises of Survey of India.



b) Under the contract, weekly holidays will be applicable to the employees of the contractor as is being followed in the work premises of Survey of India, Hyderabad.

29. The Contractor will comply with all the provisions regarding licensing, welfare and health, procedures, maintenance of various records and registers etc., as provided under the Contract Labour (Regulation & Abolition) Act 1970 and also under the order issued by the Government of India / State Government from time to time and for its non-compliance, the contractor shall be responsible for penalties as may be levied by the appropriate authority under the Act. The Contractor shall also be liable to comply with all other Labour and Industrial Laws and such other Acts and Statutes (including Factories Act, Payment of Bonus Act, etc.). Depositing of PF Contribution as may be applicable is the responsibility of the Contractor at his own expenses and shall not be reimbursed by NCSCM. For any default in compliance, the Contractor shall be held responsible.

30. NCSCM shall not be liable to pay any allowance, salary or any other amount under any law in force for the staff engaged by the Contractor. NCSCM shall also be not liable for breach of any Labour Laws or any other Laws for the time being in force. The Contractor shall not be entitled to any other allowances or benefits which are not included in the contract. Payment of monthly wages to the employees should be paid in the presence of the responsible Officer of NCSCM deputed for the purpose. Contract employees are eligible to benefits of Provident Fund, ESI, etc., and the contractor has to ensure the same.

31. The contractor shall take liability of Insurance to cover all the persons employed by the contractor and shall produce the documentary evidence in this regard such as the ESI and PF Account numbers of the person (s) deployed at the work site of NCSCM (Survey of India, Hyderabad).

32. The contractor shall give an affidavit and/or undertaking or both in favour of the Director, NCSCM every following month to the effect that he has paid wages to his workers and also complied with the provisions of the Employees Provident Fund and Miscellaneous Provisions Act and Employees State Insurance Act.

33. The bidder or the person or institution whose tender is accepted shall have to execute the contract according to the provisions of the Act and Rules made there under. The cost of executing the contract, such as stamp duty, drafting charges, etc. as fixed by the Director NCSCM, shall be borne by the contractor.

34. (a) The contractor shall ensure that the employees abide by the terms and conditions of the contract. In case the employee so deployed is found to be "not alert" or "commits any act of indiscipline" or "breach of any of the terms and conditions of the contract" NCSCM shall have the right to impose any punishment or fine upto Rs.1 ,000/(Rupees One Thousand Only) on the Contractor for each such default In case of three defaults, NCSCM has the right to terminate the contract by giving notice in writing to the contractor of seven days.



(b) The contractor shall bear all the expenses on items required for satisfactory performance of the assigned responsibilities such as stationary for writing duty charts and registers and Quality control records as per requirements etc.

(c) In case, any employee so deployed by the contractor, is found absent from work, NCSCM shall have the right to treat such person as 'absent from duty' and deduct the proportionate amount of such person from the monthly bill and also impose fine, as deemed fit.

(d) NCSCM also reserves the right of imposing fine upto Rs.1, 000/- (Rupees One Thousand Only) in the event of each such default. In case of three defaults of "absence" of personnel the contract will be liable to be terminated.

(e) The Contractor shall be absolutely responsible and liable for any and all personal injuries or death and/or property damage or losses suffered due to negligence of the contractors personnel in their performance of the services required under the contract.

(f) NCSCM shall not be responsible for providing residential accommodation to any of the employee of the Contractor.

35. The actual cost on account of loss or damage to the property of NCSCM / Survey of India because of negligence of the contractor's personnel will be deducted from the monthly bills after conducting proper enquiry.

36. NCSCM shall not be liable for any illegal action or omission made by the staff of the contractor. In case of any loss or damage to NCSCM / Survey of India on account of any act, omission, negligence on the part of the contractor and/or its staff etc., in handling of the duties/functions entrusted or otherwise or on account of breach, omission, failure or negligence on the part of the contractor or his representatives in the compliance of provisions thereof or in carrying out, executing, doing, performing or fulfilling any of its obligations or operations hereunder, the contractor shall be liable to make good such loss or damage as determined by NCSCM and shall not be open to any question by the contractor. NCSCM may recover such amount or loss of damage from the contractor's bills. If the amount of such loss or damage is not recovered or paid up by the contractor forthwith on demand, the contractor shall be liable to pay the said amount with interest @ 18% per annum thereon from the date of demand till the date of actual payment.

37. The contractor is required to comply with all the legal liabilities and if the contractor is found failing to comply the provisions of various Acts applicable to the contractor and the contract labourers, NCSCM can ask for the records for inspection and the contractor is required to comply with all the liabilities to be discharged and in case of any failure on the part of the contractor, NCSCM shall withhold payment from the contractor's bill.

38. NCSCM shall not be liable to offer legal services for the offence, if any, committed by the contractor or any staff of the contractor to whom the contract is given.



39. The terms and conditions of this tender shall be part and parcel of the contract executed by the contractor or person or institution whose tender is accepted.

40. The contractor or person or institution to whom the contract is given is bound to abide by the instructions on security matters issued by NCSCM from time to time. The successful bidder shall submit, within seven working days of receiving the contract award letter, Police verification certificates from the Police authorities for the employees of the contractor who are proposed to be engaged for the contract. This is required for these employees to gain access to the working premises in Survey of India, Hyderabad.

41. The bidder or person or institution who submits their offer must inform the Director NCSCM about the address of the registered office, telephone numbers etc. All correspondence shall be addressed to that Office and it is deemed to have been received by the person or institution to whom the contract is given.

42. NCSCM will have privacy of contract with the Contractor only and will give instructions to him and will have nothing to do or be concerned with the conditions of employment of the workers working for the Contractor.

43. NCSCM will not retain any control, dismissal or retrenchment or re-employment of the employees engaged/employed by the contractor.

44. The Contractor will be liable for due observation and implementation of the statutory conditions or requirements of labour laws as applicable to his workmen.

45. The Contractor will obtain license under the Contract Labour (Regulation and Abolition) Act according to the number of workers engaged by him by depositing the fees and complying with the formalities. He will also seek the renewal of the contract on or before the expiry of the license.

46, The Contractor will ensure that the firm is covered under the Employees Provident Fund and Miscellaneous Provisions Act and Employees State Insurance Act having its independent Code number. Thus, he will ensure that all the eligible employees are covered under these Acts.

47, In case the Contractor or his workers are allowed to work in the premises of NCSCM / Survey of India, Hyderabad, the Contractor will have no right or lien upon the premises and the contractor and his workers will move out of the premises at the instance of NCSCM on expiry of the contract.

48. The Contractor will be liable not only to pay wages to his employees, but the retrenchment compensation, notice pay, gratuity or bonus as payable and Director NCSCM will not be held liable for any obligation of the Contractor.

49, NCSCM will not, in any manner be responsible for any act, omission or commission of the employees engaged by contractor and no claim in this respect will lie against NCSCM. If any such claim is made against NCSCM by any worker / employee or his / her heirs engaged /



employed by the Contactor, which NCSCM is obliged to discharge by virtue of any statute or any provision of law and rules due to the mere fact of the workers of the contractor working at NCSCM premises or otherwise, the contractor will be liable to indemnify / reimburse NCSCM all the money paid in addition to the expenses incurred by the contractor.

50. The contract may be terminated even before the stipulated period of the contract by NCSCM by giving one month notice to the contractor in writing.

51. The bid shall be valid and open for acceptance of the Competent Authority of NCSCM for a period of 90 days from the date of opening of the tender / bids and no request for any variation on quoted rates and withdrawal of tender on any ground by successful bidder shall be entertained. A note to this effect should be incorporated by the bidder in his bid.

52. Director, NCSCM reserves the right to reject any or all the tenders received without assigning any reason whatsoever.


53. Evaluation of Bids - Evaluation of Responsiveness: Prior to evaluation of the bids, the Authority will determine whether each bid is responsive to the requirements of the Tender. A bid shall be considered responsive only if:

- a. The Technical bid is received in the form specified at Part I – Technical Bid;
- b. It is received by the closing Due Date including any extension thereof.
- c. It is accompanied by the EMD as specified in Clause 3.
- d. Financial bid is in the form specified at Part II – Financial bid and sealed.
- e. The Technical and Financial bids are signed, sealed, marked and bound together in hard cover.
- f. The bid contains all information required.
- g. The bid does not contain any condition or qualification or variation from the Tender document.

The Authority reserves the right to reject any bid which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained.

54. Evaluation of Technical Bids: Only those bids which are found responsive as determined by the criteria given in clause 53 above will be considered for Technical Evaluation. Bids which satisfy the Qualification requirements given at clauses 8, 9, 14, 17 and 51 will be deemed to be Technically qualified.

55. Evaluation of Financial Bids: The financial bids of the responsive and Technically qualified bidders as determined by the criteria laid down in clauses 53 and 54 above will only be opened in the presence of those bidders who may choose to attend after due intimation to those who are responsive and qualified and the bid will be awarded to the responsive and qualified bidder whose cost is the lowest.


(Prof. R. Ramesh) 18/2/15



Director

Sealed "Cover A"

**NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT (NCSCM)
(Ministry of Environment of Forests, Government of India), Koodal Building,
Anna University Campus, Guindy, Chennai – 600 025.**

**PART - I : TECHNICAL BID
(In separate sealed 'Cover – A' super scribed as Technical Bid)**

From

To

The Director,
National Centre for Sustainable Coastal Management (NCSCM)
(Ministry of Environment of Forests, Government of India), Koodal Building,
Anna University Campus, Guindy, Chennai – 600 025.

Sir,

**SUBJECT: TENDER FOR PROVIDING PHOTOGRAMMETRY / REMOTE SENSING
& GIS MANPOWER SERVICES FOR GENERATION OF ORTHO IMAGES AND
DELINEATION OF HIGH AND LOW TIDE LINES ALONG THE INDIAN COAST
INCLUDING TIDAL INFLUENCED WATER BODIES USING STEREO / ORTHO
AERIAL IMAGES - REG.**

1. Name and address of the Agency /
Firm / Company / Location:

2. Telephone Nos.
Mobile No.
Fax No.
E-mail address
PAN No.

3. Please specify as to whether Contractor /
Agency is sole proprietor / Partnership firm /
Private or Limited Company



4. Date of Registration of the Agency with the appropriate authority

5. Validity of Registration, the date upto which the Registration is valid

6. Month and year of establishment

7. Please attach self attested copies of:

a) Service Tax Registration number of the firm / agency.

b) Registration number of the firm / agency.

c) Provident Fund Registration number of the firm / agency.

d) ESI Registration number of the firm / agency.

e) License No. under Contract Labour (R&A) Act, 1970, of the employer for whom the Agency is currently undertaking the work.

f) Proof of experiences in the work of providing Photogrammetry / Remote Sensing & GIS manpower services of last five financial years in the following format along with satisfactory performance / testimonials certificates from the concerned employers / clients :-

Name of Organization with complete address and telephone number to whom services provided	From	To	Details of Photogrammetry / Remote Sensing & GIS personnel deployed	Contracted Amount (Rs. per month)	Reason for Termination
---	------	----	---	-----------------------------------	------------------------

g) Annual returns of previous three years supported by audited balance sheet.

h) Partnership deed / copy of Memorandum and articles of association, as the case maybe.

i) No. of employees in the roll of the organization. Whether they are registered for EPF and details of account numbers.

j) Report of valuation of immovable property (form-01) from registered value in case immovable property is owned by the Agency / Firm / Company. If not, amount of rent paid for hired property being used for official purpose.

k) Proofs of two contracts successfully completed in the area of Photogrammetry / Remote Sensing & GIS for mapping of High and Low Tide Lines by interpreting tonal variations in Geo-morphological signatures in digital Aerial Photographs / stereo / ortho images etc., in the last three years:

l) Any other certificate, if required.

8. Annual financial Turnover during the last three financial years.

9. ISO Certification of the firm: Yes / No

10. Memorandum and Articles of Association: Yes / No

11. Details of EMD Amount:

Demand Draft No.

Date of Issue

Name of the issuing Bank



12. Names of the employees who are proposed to be engaged for the contract, along with their detailed resume / bio-data giving the qualifications & experience as laid down in para 17 of the bid document. (Police clearance certificate must be submitted for each employee with 7 days of receiving the letter of award of the contract).

(Signature of the Bidder)

Name and Address

With Seal

(please sign in each page of the bid)

Sealed "Cover B"

**NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT (NCSCM)
(Ministry of Environment of Forests, Government of India), Koodal Building,
Anna University Campus, Guindy, Chennai – 600 025.**

PART - II : FINANCIAL BID

(In separate sealed 'Cover – B' super scribed as Financial Bid)

Sl. No.	Particulars	Rate for 8 Hrs. per Person per Month (Rs.)	
		Manager	Photogrammetry / Remote Sensing Expert
1.	Category of Employees (Manager / RS expert)	Skilled	Skilled
2.	Basic Wages as per Minimum Wages of Government of Telengana		
3.	EPF@_ % on Basic {Employer's Contribution}		
4.	ESIC @ __ % on Basic {Employer's Contribution}		
5.	Gross Total (2+3+4)		
6.	Administrative / Service Charges @ _ % on Gross Total		
7.	Total (5+6)		
8.	Service Tax @ 12.36% on Total		
9.	Total Amount per Head (7+8)		
10	No. of Photogrammetry, RS & GIS Personnel	1	10
11.	Total Amount (9 x 10)		



