



## **THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY**

(Ministry of Commerce & Industry, Government of India)  
Panampilly Nagar, Kochi 682 036, KERALA

### **REQUEST FOR PROPOSAL (RFP)**

MPEDA invites bids from reputed and experienced companies for **Automation of Farm enrollment and development of Web GIS portal**. The details of requirements and terms & conditions are available in the E-procurement portal: <https://eprocure.gov.in/eprocure/app> and MPEDA Website: <https://mpeda.gov.in/>. The last date for submission of bid is 22/10/2021 upto 17:00 hrs.

Sd/- Secretary, MPEDA

**RFP**  
**for**  
**Automation of Farm enrollment and development of Web GIS portal**

**THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY**  
(MINISTRY OF COMMERCE & INDUSTRY, GOVERNMENT OF INDIA)

**P. B. No. 4272, MPEDA House, Panampilly Nagar, Kochi – 682 036.**

**Phone: + 91-484- 2321722, 2312812, 2311979**

**Fax: + 91-484-2312812 / 2313361**

E-mail: [ho@mpeda.gov.in](mailto:ho@mpeda.gov.in) / [pub@mpeda.gov.in](mailto:pub@mpeda.gov.in)

Web Site: <http://www.mpeda.gov.in>

## INDEX

SL No.	ITEM	Page Number
1	Tender Summary	3
2	Tender Notice	4
3	Tender Document	5
3.1	Introduction	5
3.2	Scope of work	6
3.3	Eligibility & Qualification	8
3.4	Terms & Conditions	10
3.5	Selection Method & Criteria	16
3.6	Instructions for submission of e-tender	19
4	Payment schedule	20
5	Delivery period	21
6	Application Form (Annexure – I)	22
	Letter Comprising the Bid (Annexure – II)	24
	Technical Capacity (Annexure – III)	27
	Financial Capacity (Annexure – IV)	28
	Financial Bid (Annexure – V)	29
	Power of Attorney (Annexure – VI)	30

## 1. TENDER SUMMARY

Name of the work	<b>Automation of Farm enrollment and development of Web GIS portal</b>
Bid Security (Earnest Money Deposit)	Rs. 5,00,000 (Rupees Five lakh only) ) in the form of Account payee DD from any of the scheduled banks in favour of "Secretary MPEDA" payable at Kochi
Pre-Bid Meeting Date & Time	11:00 hours on 12/10/2021
Last Date and Time for receipt of Bids	17:00 hours on 22/10/2021
Time and Date of Opening of Technical Bid	11:00 hours on 25/10/2021
Place of Opening the Bid	The Marine Products Export Development Authority, MPEDA House, Panampilly Avenue, Kochi – 682 036 KERALA

## 2. TENDER NOTICE

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY ("MPEDA" or "Authority") hereby floats this tender document for inviting bids from reputed and experienced companies ("Bidders") for **Automation of Farm enrollment and development of Web GIS portal** (the "Project"). The details of requirements and terms & conditions are available in the E-procurement portal <https://eprocure.gov.in/eprocure/app> and MPEDA Website: <https://mpeda.gov.in/>. Dead line for submission of bid: 17:00 hrs on 22/10/2021.

Place:

Secretary

Date : 02/10/2021

### 3. TENDER DOCUMENT

#### 3.1. INTRODUCTION:

The Marine Products Export Development Authority (MPEDA) was set up by an act of Parliament during 1972. MPEDA is given the mandate to promote the marine products industry with special reference to exports from the country. It is envisaged that this organization would take all actions to develop and augment the resources required for promoting the exports of “all varieties of fishery products known commercially as shrimp, prawn, lobster, crab, fish, shell-fish, other aquatic animals or plants or part thereof and any other products which the authority may, by notification in the Gazette of India, declare to be marine products for the purposes of (the) Act”. The Act empowers MPEDA to regulate exports of marine products and take all measures required for ensuring sustained, quality seafood exports from the country.

MPEDA is the nodal agency for the holistic development of seafood industry in India to realize its full export potential as a nodal agency. Based on the recommendations of MPEDA, Government of India notified new standards for fishing vessels, storage premises, processing plants and conveyances. MPEDA's focus is mainly on Market Promotion, Capture Fisheries, Culture Fisheries, Processing Infrastructure & Value addition, Quality Control, Research and Development.

MPEDA maintains an online Enrolment database of export oriented aquaculture farms in the country for ensuring traceability in the seafood supply chain. So far about 90000 hectares of aquaculture area numbering about 50000 farms have been enrolled. The database covers basic information related to farm, farmer and geographical coordinates of the farm. The geo coordinates of farms are analyzed using GIS software tools and subsequently generate shape files and keyhole markup language (kml) files of farm polygons to share among users in the organization.

The enrolment database is linked to Pre Harvest Test (PHT) system, National Residue Control Plan (NRCP) portal and DS-2031 online certificates portal which are operated by MPEDA. The purpose of PHT system is to screen aquacultured shrimps for banned antibiotics and PHT compliance certificate is mandatory for export of aquaculture products to European Union. NRCP is also a statutory requirement for export to EU countries under which samples are drawn from different aquaculture entities and tested for the presence of any residue/contaminant. Cultured Shrimp exported to USA needs to be accompanied by DS 2031 certificate, which certifies that the shrimp is harvested from aquaculture farms.

MPEDA has observed the need to re-model and update the procedures followed for data collection, handling and management while enrolling farms. MPEDA through an EOI have identified solutions which can ensure digitization of farms with ease and accuracy utilising lesser manpower and time for enrolling a farm. In this regard MPEDA would like (i) to

automate the farm enrolment process using advanced technologies like Drones, and (ii) to develop a Web GIS portal.

### **3.2. SCOPE OF WORK**

As a part of key initiatives taken by MPEDA, it is proposed to bring technological innovation into the Farm enrolment activities. This initiative will help the farm enrolment process become more hassle free and easier.

#### **3.2.1. Key Objectives**

- Enroll the Freshwater / Brackish water export oriented aquaculture farms.
- Design and development of a GIS based Web portal supported with geo-spatial based mobile app for enrolling export oriented aquaculture farms.
- The portal shall integrate maps/geo coordinates which are generated/recorded using different survey methods- Drones, mobile app and GPS device.
- This web portal shall manage the dynamic database in future which requires frequent updation through new enrolments, endorsements etc.
- The solution shall be designed and developed such that it should ease the process of farm enrolment and farm identification using the latest technologies.
- The solution should support both Web and Mobile platforms.
- Mobile app with spatial platform shall have capabilities to handle data (including geo-coordinates of farm) with options to view, enter and edit. The data collected at field needs to be synchronized with the web platform. The app shall have a tool to capture farm polygon on site by accessing good resolution satellite imagery.
- Integration of Aadhaar based authentication of applicant farmer shall be included. Services like e-KYC through C-DAC will be facilitated by MPEDA.
- There shall be a provision to link with digitized land record information of the states through web services. Services will be facilitated by MPEDA.
- APIs shall be provided to link the portal with Pre harvest test , National Residue Control Plan, DS-2031 certificates etc
- The solution should support the integration of any kind of APIs that are presently available and which may be developed in the future.
- There should be provision for online payment through payment gateway.
- There shall be a provision to generate online certificates/cards of enrolment, endorsement etc.
- The solution should support multilingual functionality – English and other regional languages – User should be able to use any language he or she prefers.
- There shall be user modules for Farmers, MPEDA Officers, Field Staff (enrolment), Exporters, QC lab officers, Lab Analysts and Administrator.
- Hosting of application in Cloud server (NIC Cloud Server or NIC empanelled server or both)
- The mobile app should work in limited connectivity also considering the fact that at certain locations internet connectivity will not be strong enough.
- Identification of areas where the process can be fully automated to reduce the manual work.

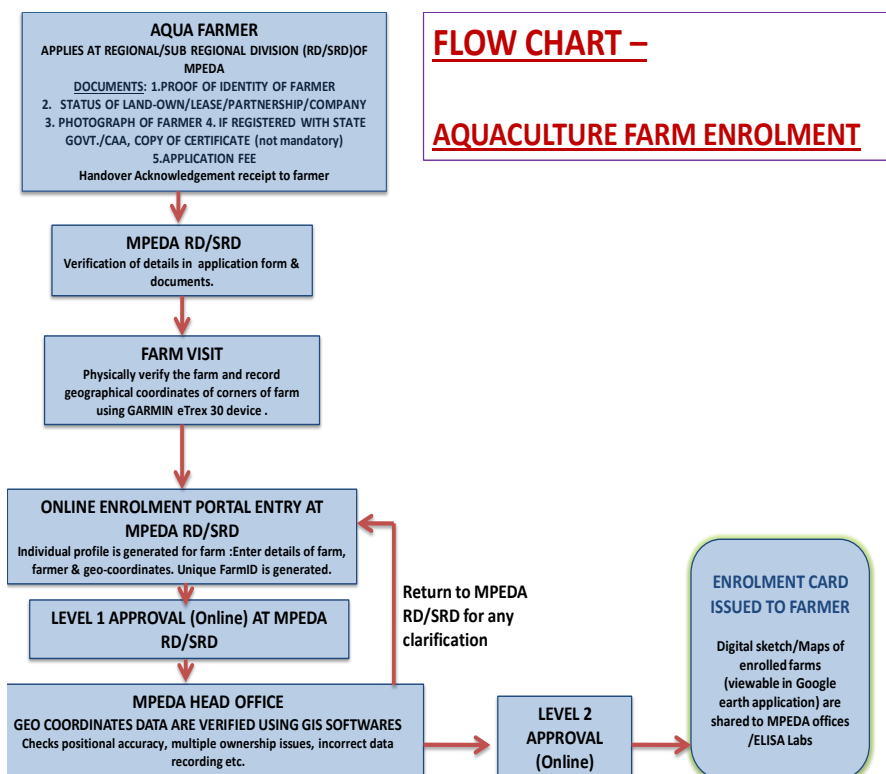
### 3.2.2 Survey and mapping of export oriented aquaculture farms

The farms are spread across different districts of different states. In automation of farm enrolment, MPEDA looks for **two options**:

- (a) Survey of remaining un-enrolled farms (a minimum of 25000 Hectares estimated) to be carried out using different methods: In this hybrid model, Drone technology shall be used by the bidding company for surveying identified areas where there are big clusters of un- enrolled farm and Mobile app based technology will be used for surveying the smaller sized farms. Data collection in either case will be done by using the software developed by the bidder. The existing database is to be migrated to the new portal.
- (b) Survey all farms including enrolled and un-enrolled farms (a minimum of 1.0 lakh Hectares estimated ): In this, survey of entire export oriented freshwater/brackish water aquaculture area is to be carried out using drone by the bidder. The maps generated are to be made available in the proposed Web GIS portal and already enrolled farm data (kml/shape file format with attributes) are to be linked. For un-enrolled farms, enrolment procedure needs to be done by collecting information from farmers and linking to the farms/ponds.

**The Authority reserves the right to select any one of the above two options before awarding the contract.**

A flow chart of steps involved in the current enrolment process, which is to be automated is given below:



### Steps involved in the present enrolment process

- The farmer submits the application form and supporting documents to the concerned MPEDA Regional/Sub Regional division.
- The farmer will get an acknowledgement number for the application.
- Later a field inspection is conducted and the farm coordinates are captured using GPS receiver.
- At office, officer/staff enters details provided in the application form in the online enrolment portal.
- The farm gets a unique ID (FarmID) after online entry.
- Officer uploads the coordinates in the website for verification and aqua farm Mapping.
- MPEDA Head Office verifies the coordinates with satellite image (using GIS Softwares) and gives approval. Corrections, if any are reported back to RD/SRD.
- Head Office delivers the digital sketch of such approved farms to respective MPEDA offices and Elisa Labs in KML format.
- The cards are printed centrally and RD/SRD distributes enrolment cards for approved farms.

MPEDA encourages the bidders to suggest Business Process Re-Engineering and offer a better process, which can be demonstrated during the concept presentation.

### 3.3. ELIGIBILITY & QUALIFICATION:

The Bidders shall be required to fulfil the following eligibility and qualification criteria:

- 3.3.1 The Bidder should be a legal entity registered or incorporated under applicable laws in India.
- 3.3.2 An individual company or a Consortium of companies (max. two) is eligible to bid. In case of a Consortium, there should be an agreement between the two parties and bid document can be submitted by any of them.
- 3.3.3 Any entity which has been barred by the Central/ State Government/Public Sector Undertaking, or any other government institution in India, for any reason, from participating in any project, and the bar subsists as on the Bid Due Date, would not be eligible to submit the bid. Self-declaration in this regard, certified by Bidder's MD/CEO/Chairman & Chartered Accountant shall be submitted.
- 3.3.4 A Bidder should, in the last three (3) years, have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor should have been expelled from any project or contract by any public entity nor have had any contract terminated by any public entity for breach by such Bidder. Self-declaration in this regard, certified by Bidder's MD/CEO/Chairman & Chartered Accountant shall be submitted.

Further, a Bidder shall not have a conflict of interest (the "**Conflict of Interest**") that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified.

3.3.5 To be considered a qualified Bidder and for its bid to be evaluated for further consideration in accordance with the terms herein, a Bidder shall be required to, inter alia, fulfil the following minimum eligibility criteria in terms of Technical Capacity and Financial Capacity as set out hereunder:

3.3.5 (a) **Technical Capacity**

Sl No.	Criteria	Documentary Evidence
1	The Bidder must be a registered entity with minimum 3 (three) years of existence on the day of submission of bid. Or The bidders who are currently registered with MSME/NSIC for providing drone services or Startup as recognized by Department for Promotion of Industry and Internal Trade ( DPIIT) shall be eligible for exemption from this point	<ul style="list-style-type: none"> <li>• Certificate of Incorporation</li> <li>• PAN Card</li> <li>• GST Registration Certificate</li> <li>• DPIIT and MSME certificate for startups</li> </ul>
2	The Bidder must have at least 3 (three) years of experience in working with Government organizations/public sector undertakings/reputed private organizations. (Or) The bidders who are currently registered with MSME or Startup as recognized by Department for Promotion of Industry and Internal Trade ( DPIIT) shall be eligible for exemption from this point	<ul style="list-style-type: none"> <li>• Copies of work orders/ Client Completion Certificate</li> <li>• Names and address of clients who may be contacted for further information on those contracts.</li> <li>• DPIIT and MSME certificate for startups</li> </ul>
3	The Bidder must have the experience of running similar projects <b>for at least 2 (two)</b> State/ Central Government organizations/ public sector undertakings in the last 3 (three) years.	<ul style="list-style-type: none"> <li>• Copies of work orders/ Client Completion Certificate</li> <li>• Names and address of clients who may be contacted for further information on those contracts.</li> </ul>
4	The Bidder must have experienced professionals in the field of aerial survey using unmanned vehicles	<ul style="list-style-type: none"> <li>• Self-declaration certified by Bidder's MD/CEO/Chairman &amp; Chartered Accountant.</li> <li>• Credentials and Profiles of the proposed Project Team.</li> </ul>
5	The Bidder must have experience in the development of at least 2 projects based on Web GIS platform	<ul style="list-style-type: none"> <li>• Copies of work orders/ Client Completion Certificate</li> <li>• Names and address of clients</li> </ul>

		<p>who may be contacted for further information on those contracts.</p> <ul style="list-style-type: none"> <li>• Credentials and Profiles of the Project Team.</li> </ul>
	The bidder should have certificate or permission from the police or competent authority to operate drones should be submitted online while participating in the tender	<ul style="list-style-type: none"> <li>• Letter from the concern authority</li> </ul>

### 3.3.5 (b) Financial Capacity

Sl No.	Criteria	Documentary Evidence
1	<p>Average annual financial turnover of related services during the last 3 (three) financial years, preceding the bid due date should be at least Rs. 3 Cr.</p> <p>Note: The bidders who are currently registered with MSME or Startup as recognized by Department for Promotion of Industry and Internal Trade ( DPIIT) shall be eligible for exemption from this point.</p>	<p>Audited balance sheet, annual report and profit and loss statement for the last three financial years prior to the bid due date, counter signed by the statutory auditor/ chartered accountant.</p>

For the avoidance of doubt, the Bidders shall be mandatorily required to fulfil all of the abovementioned evaluation and qualification criteria, in this Clause 3.3, in order for the Technical Bid to be marked as per the scoring criteria mentioned in Clause 3.5.4, below.

Further, along with the abovementioned requirements Bid must be accompanied by the audited annual reports and financial statements (including the profit and loss statement and balance sheet) of the Bidder for the the last 3 (three) financial years prior to Bid Due Date.

In case the annual report and financial statement for the immediately previous financial year are not audited and therefore the Bidder cannot make it available, the Bidder shall give an undertaking to this effect, certified by the statutory auditor/CA. In such a case, the Bidder shall provide the audited annual reports/Financial statement for the financial year proceeding the latest financial year for which the audited annual report/Financial statement is not being provided.

## 3.4. TERMS AND CONDITIONS

### 3.4.1. Earnest Money Deposit (Bid Security):

- (a) Earnest Money Deposit (EMD) Amount: Rs. 5,00,000 (Rupees Five lakh only) . Bids received without EMD shall be summarily rejected, treated as non-responsive and shall be returned without technical evaluation. The EMD may be submitted in the form of Demand Draft only (with 3 months validity from the bid due date) from a scheduled commercial bank. **A scanned copy of the EMD should be attached along with the Technical Bid and the original demand draft for the EMD should reach MPEDA before the bid due date.**
- (b) The EMD will be forfeited if the Bidder withdraws from the tender in any respect within the validity period of their bid. The EMD shall also be forfeited if the successful bidder fails within the specified time limit -
- To sign the Letter of Award;
  - To furnish the Performance Security within the period prescribed thereof in the Contract;
  - Sign the Contract.
- (c) The EMD of unsuccessful Bidders will be returned without interest after finalization and execution of the Contract with the successful Bidder.
- (d) The EMD of the successful Bidder will be returned without any interest upon the receipt of Performance Security.
- (e) The request of the Bidder to withdraw his bid offer after the bid due date will not be entertained and result in the forfeiture of the EMD. Such Bidder will be black listed and will be debarred from participating in future tenders floated by MPEDA.
- (f) In case of cancellation of this tender, the EMD of all the bidders shall be returned to the respective bidders promptly by the Authority.
- 3.4.2.** Any condition or qualification or any other stipulation contained in the bid shall render the Bid liable to rejection as a non-responsive bid. The bid and all communications in relation to or concerning the bid shall be in English language.
- 3.4.3.** The Bidders shall be responsible for all of the costs associated with the preparation of their bids and their participation in the bidding process.
- 3.4.4.** The documents including tender document and all attached documents, provided by the Authority are and shall remain or become the property of the Authority and are transmitted to the Bidders solely for the purpose of preparation and submission of bid in accordance herewith. Bidders are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their bid. The provisions of this Clause 3.5.4 shall also apply mutatis mutandis to bids and all other documents submitted by the Bidder, and the Authority shall not return to the Bidders any bid, document or any information provided therewith. These tender documents are non-transferable.

### **3.4.5. Verification and Disqualification**

- (a) The Authority reserves the right to verify all statements, information and documents submitted by the Bidder in response to this tender document and the Bidder shall, when so required by the Authority, make available all such information, as may be necessary for such verification.
- (b) The Authority reserves the right to reject any bid if:
  - (i) at any time, a material misrepresentation is made or uncovered; or
  - (ii) the Bidder does not provide, within the time specified by the Authority, the supplementary information sought by the Authority for evaluation of the bid.

Such misrepresentation/ improper response shall lead to the disqualification of the Bidder.

- (c) In case it is found during the evaluation or at any time before selection of successful Bidder that one or more of the eligibility requirements have not been met by the Bidder, or the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith. If the successful Bidder has already been issued the work order or has entered into a Contract for provision of Services, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this tender document, be liable to be terminated, by a communication in writing by the Authority to the successful Bidder without the Authority being liable in any manner whatsoever.
- (d) A Bidder shall be liable for disqualification if any legal, financial or technical adviser MPEDA in relation to the Project is engaged by the Bidder in any manner for matters related to or incidental to such Project during the Bidding Process or subsequent to the (i) issuance of the LOA or (ii) execution of the Contract for provision of Services. In the event any such adviser is engaged by the Successful Bidder, after issuance of the LOA or execution of the Contract for matters related or incidental to the Project, then notwithstanding anything to the contrary contained herein or in the LOA or the Contract for provision of Services to be executed by MPEDA a later stage, and without prejudice to any other right or remedy of MPEDA, which MPEDA may have thereunder or otherwise, the LOA or the Contract as the case may be, shall be liable to be terminated without MPEDA being liable in any manner whatsoever to the Successful Bidder for the same. For the avoidance of doubt, this disqualification shall not apply where such adviser was engaged by the Bidder in the past but its assignment expired or was terminated prior to the Bid Due Date.

### **3.4.6. Clarifications**

- (a) Bidder requiring any clarification on the tender documents may notify the Authority in writing by e-mail. They should send in their queries on or before the date specified in Section 2. The Authority shall endeavour to respond to the queries within the period specified therein. The responses will be sent by e-mail. The Authority will

forward all the queries and its responses thereto, to all Bidders without identifying the source of queries. The queries can be sent to MPEDA through email at [aqua@mpeda.gov.in](mailto:aqua@mpeda.gov.in)

- (b) The Authority shall endeavour to respond to the questions raised or clarifications sought by the Bidders. However, the Authority reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause 3.4.6 shall be taken or read as compelling or requiring the Authority to respond to any question or to provide any clarification.
- (c) The Authority may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders. All clarifications and interpretations issued by the Authority shall be deemed to be part of the tender documents. Verbal clarifications and information given by Authority or its employees or representatives shall not in any way or manner be binding on the Authority.
- (d) To facilitate evaluation of the Bids, the Authority may, at its sole discretion, seek clarifications from any Bidder regarding its bid. Such clarification(s) may without prejudice include clarifications with respect to minor deviations found in the bid and shall be provided within the time specified by the Authority for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing. If a Bidder does not provide clarifications sought herein above, its bid may be liable to be rejected. In case the bid is not rejected, the Authority may proceed to evaluate the bid by construing and interpreting the particulars requiring clarification to the best of its understanding, and the Bidder shall be barred from subsequently questioning such interpretation.

**3.4.7.** MPEDA shall have right to issue addendum/corrigendum to the tender documents to clarify, amend, modify, supplement or delete any of the conditions, clauses or items stated therein. Each addendum if any will be published in the Central Public Procurement Portal as well as the MPEDA website and shall form a part of the original invitation to the tender. In order to afford the Bidders a reasonable time for taking an addendum into account, or for any other reason, MPEDA may, in its sole discretion, extend the bid due date.

**3.4.8. Format & Signing of Bid**

- (a) The Bidder shall provide all the information sought under this tender document. The Authority will evaluate only those bids that are uploaded on the e-Tender Portal in the required formats and complete in all respects, and all other submission of legal documents including but not limited to the Power of Attorney specified in Annexure VI and the EMD.
- (b) The Bidder shall submit its bid along with all annexures as prescribed under this tender document, on the e-Tender Portal. Each page of the bid shall be signed

digitally by the Bidder. The Bidder shall complete uploading their bids by signing with Class III - Digital Signature Certificates, upon uploading the bid on the e-Tender Portal. For the avoidance of doubt, the authorized signatory of the Bidder shall be required to acquire and procure a Class III Digital Signature Certificate for the purpose of submission of the bid on the e-Tender Portal.

- (c) The Bidder shall also by the bid due date, submit a hard copy of certain legal instruments and documents in hard copy to the address and person mentioned hereunder. The hard copy submission shall be referred to as the “Enclosures of Bid”. The Enclosures of Bid shall include the following particulars:
- (i) Original Demand Draft for the purpose of payment of EMD;
  - (ii) Application Form as provided in Annexure I;
  - (iii) Letter Comprising the Bid as provided in Annexure II; and
  - (iv) Power of Attorney for signing of Bid in the prescribed format as provided in Annexure VI supported with board resolution or relevant extract of charter document in favour of executant.

The hard copy submission of the Enclosures of Bid shall be made in a sealed envelope and the envelope shall be marked as “**Automation of Farm enrollment and development of Web GIS portal**”. The envelope shall clearly mention the name and address of the Bidder.

The envelope mentioned above shall be addressed to the following officer and shall be submitted at the address below:

DESIGNATION: **Secretary,**

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY (MPEDA)

(MPEDA, Ministry of Commerce & Industry, Government of India)

**P. B. No. 4272, MPEDA House, Panampilly Nagar, Kochi – 682 036.**

**Phone: + 91-484- 2321722, 2312812, 2311979**

**Fax: + 91-484-2312812 / 2313361**

For the avoidance of doubt, it is clarified that without prejudice to the requirement of submission of hard copy of Enclosures of Bid, a scanned copy of the abovementioned Enclosures of Bid shall also be uploaded on the e-Tender Portal along with the respective bids. If the envelopes are not sealed and marked as instructed above, the Authority assumes no responsibility for the misplacement or premature opening of the contents of the Bid submitted and consequent losses, if any, suffered by the Bidder.

In case of any discrepancy and difference between the scanned copy and the original hard copy of the Enclosures of Bid, the original hard copy shall prevail.

#### **3.4.9. Rejection of Bids**

- (a) Notwithstanding anything contained in this tender document, the Authority reserves the right to reject any bid and to annul the bidding process and reject all bids at any time without any liability or any obligation for such rejection or annulment, and without assigning any reasons therefore. In the event that the Authority rejects or annuls all the bids, it may, in its discretion, invite all eligible Bidders to submit fresh bids hereunder.
- (b) The Authority reserves the right not to proceed with the bidding process at any time, without notice or liability, and to reject any bid without assigning any reasons.

#### **3.4.10. Confidentiality**

Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the bidding process or is not a retained professional advisor advising the Authority in relation to or matters arising out of, or concerning the bidding process. The Authority will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or to enforce or assert any right or privilege of the statutory entity and/or the Authority or as may be required by law or in connection with any legal process.

**3.4.11.** The Agency shall have to submit a Performance Security in the form of Bank Guarantee equivalent to 10% of the value of the Financial Bid quoted ("**Performance Security**"). The Performance Security shall be valid for a period of 27 (twenty seven) months from the date of execution of the Contract. On successful completion of the Contract period, if the Contract is extended for another year, the Agency shall ensure that the Performance Security is extended for another 13 months.

**3.4.12.** The Courts at Kochi shall have the exclusive jurisdiction over all cases/proceedings relating to any dispute or claim arising out of or any case of performance related to this tender document.

**3.4.13.** The Agency should ensure the confidentiality of the information relating to work or to any aspect of MPEDA's activities that comes into its possession as a result of or in connection with its work under this Project.

**3.4.14.** Payment will be released on the basis of payment schedule set out in the Contract.

**3.4.15.** MPEDA reserves the right to terminate the Contract or incomplete execution/poor performance by the Agency, by giving 1 (one) months' notice.

**3.4.16.** The Bidder should not have been blacklisted by any Central/State Government/Public Sector Undertaking, Govt. of India as on the Bid Due Date.

**3.4.17.** Notwithstanding anything contained in this tender document, MPEDA reserves the right to reject any Bid and to annul the Bidding Process and reject all bids at any time

without any liability or any obligation for such rejection or annulment, and without assigning any reasons therefor.

**3.4.18.** The Bids shall be valid for a period of not less than one hundred and twenty (120) days from the Bid Due Date. The validity of Bids may be extended by mutual consent of the respective Bidders and the Authority.

**3.4.19. Pre-Bid Conference**

Pre-bid conferences of the Bidders shall be convened at 11 hours on 12/10/2021, through VC. During the course of pre-bid conference, the Bidder shall be free to seek clarifications and make suggestions for consideration of the Authority. The Authority shall endeavour to provide clarifications and such further information as it may, at its sole discretion, consider appropriate for facilitating a fair, transparent and competitive bidding process.

**3.4.20.** The agency has to complete the formalities for compliance of Government guidelines, Application/System/Security/UIDAI compliance audits through Government empanelled auditors at their cost before hosting.

**3.5 SELECTION METHOD & CRITERIA**

- a) MPEDA has adopted an online single-stage e-procurement process using the Quality cum Cost Based Selection (QCBS) method for identification of the successful Bidder for undertaking the Project. All the bidders (The “**Bidder**”, which expression shall, unless repugnant to the context, include the members of the consortium), shall simultaneously submit their relevant qualification details for the purpose of meeting the qualification and eligibility criteria stipulated in Clause 3.3 (both for technical capacity and financial capacity) as per terms herein (collectively the “**Technical Bid**”). The Bidders shall also be required to submit their financial bid with respect to the contract fee (“**Financial Bid**”) sought by the Bidder for undertaking the Project, as payable by MPEDA under terms hereof and more particularly the Contract (as defined hereafter).
- b) In the first stage MPEDA shall evaluate the Technical Bid to ascertain whether the Technical Bid is responsive as per Clause 3.6.1 and whether the Technical Bid fulfils the eligibility and qualification criteria stipulated in Clause 3.3.4.a If the Technical Bid is considered responsive and the Bidder has fulfilled the eligibility and qualification criteria stipulated in Clause 3.3, the Technical Bid shall be allocated marks as per the scoring criteria stipulated in Clause 3.5.4. The Technical Bid shall be evaluated on 100 marks on the parameters described and as per the mechanism stipulated in Clause 3.5.4. Only the Bidders whose Technical Bids are responsive, fulfills the eligibility and qualification criteria specified in Clause 3.3 and who have scored a minimum of 75 marks during the course of evaluation of the Technical Bid, shall be eligible to have their Financial Bids opened and evaluated. The Financial Bid shall be allocated 100 marks and the Bidder quoting the lowest Contract Fee shall be assigned full marks.

- c) Based on the respective assigned weightage of [70%: Technical Bid] and [30%: Financial Bid], respectively, and the QCBS computation of score to be made in relation to each Bidder, the Bidder scoring highest marks in accordance with terms hereof shall be the successful Bidder for the award of the Project. The detailed procedure for identification of the successful Bidder has been provided in Clause 3.5.
- d) Upon identification of the successful Bidder pursuant to this tender document, MPEDA and the successful Bidder shall enter into a contract ("**Contract**") with tenure of 3 (three) years from the date of commissioning of Services, which shall be further extendable by 2 (two) more year as per the terms and conditions stipulated in the Contract. The extension of the Contract tenure will be based on their performance evaluation on indicators like "News feed, followers, re-tweets, number of likes, number of shares, comments, discussions based on the posts, number of website hit through the posted leads etc." by a team of experts.
- e) The services which are to be provided by the successful Bidder have been described herein below in Clause 3.2 ("**Services**"). For the purpose of clarification, upon signing and execution of the Contract, the successful Bidder shall be referred to as the "**Agency**".

**3.5.1.** As stated earlier, the bidding process shall be a two-stage process. The Authority shall open the Bids received on the Tender Website on the date specified in Section 1 of this tender document at the place specified therein in Section 1 and in the presence of the Bidders who choose to attend.

If any information furnished by the Bidder is found to be incomplete, or contained in formats other than those specified herein, the Authority may, in its sole discretion, exclude the relevant information for consideration of eligibility and qualification of the Bidder. To facilitate evaluation of Bids, the Authority may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Bids. Such clarification(s) shall be provided within the time specified by the Authority for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.

Prior to the detailed evaluation of the Technical Bids, as a first step, MPEDA shall determine whether each bid is responsive. The Authority, as part of the test of responsiveness, shall ascertain whether the Bid is:

- I. Complete in all respects and contains all the information sought by MPEDA;
- II. Uploaded on the e-Tender Portal as per the format provided in Annexures I-IV, VI along with all other supporting documents; For the avoidance of doubt, Annexure V (Financial Bid) shall not be attached with the Technical Bid
- III. Accompanied by the scanned copy of the EMD as well as hard copy submission of the DD towards the payment of EMD;
- IV. Accompanied by the Power of Attorney as per the format provided in Annexure VI and is accompanied by the board resolution/charter document in favour of the executant;
- V. Signed and initialled in accordance with the terms of this tender document
- VI. Not conditional or does not contain any qualification; and

VII. Substantially responsive to the requirements set forth in the tender document.

The evaluation shall be based on technical and financial parameters. The weightage for the technical parameters and the financial parameters shall be 70% Technical and 30% financial.

### 3.5.2. Technical Weightage and Financial Weightage

**Technical Weightage (St):** Once the Technical Bid has fulfilled the minimum eligibility criteria in terms of Technical Capacity and Financial Capacity, the same shall be marked as per the scoring criteria specified in Clause 3.6.4. The marks scored by the Bidder in technical evaluation shall be calculated to 70 points as below:

**St=T\*0.70** (where T is the technical score awarded to the Bidder as per the technical evaluation criteria)

**Financial Weightage (Sf):** The marks scored by the Bidder in financial evaluation shall be calculated to 30 points as below:

The commercial scores of all the other proposals will be determined by

**Sf=30 x (Fm/F)** ( Fm= lowest bid offer; F = bid value quoted by individual Bidder)

### 3.5.3. Final Selection:

The combined technical and commercial score shall be calculated as **S = St + Sf**.

The Bidder who achieves the highest score shall be declared as the successful bidder and shall be awarded the project. In case two or more Bidders score the same marks, then the Bidder with the higher technical score shall be declared as the successful bidder.

Upon the determination of the successful bidder, the Authority shall issue to such successful bidder a letter of award (“LOA”) in duplicate by the Authority and the successful bidder shall within fifteen (15) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the successful bidder is not received by the stipulated date, the Authority may disqualify such Bidder from the Project and the Bidder scoring the second highest marks shall be considered.

### 3.5.4 TECHNICAL EVALUATION & SCORING PATTERN (Technical Bid & Presentation)

The technical evaluation and scoring criteria has been broadly defined hereunder. The Bidder has to provide documentary proof against each criterion as a part of technical evaluation.

Sl No.	Criteria	Max. Marks	Documentary Evidence
1	Company registered under MHA as a Drone services company	10	Documents of incorporation and other relevant certificates Self- declaration certified by Bidder's MD/CEO/Chairman & Chartered Accountant
2	Experience of doing Drone based projects- 10 projects & above - 20 marks 8 - 9 projects - 15 marks 5-7 projects - 10 marks 3-4 projects -5 marks	20	<ul style="list-style-type: none"><li>Copies of work orders/ Client Completion Certificate</li><li>Self-declaration certified by Bidder's MD/CEO/Chairman &amp; Chartered Accountant</li></ul>
3	Minimum 100 flying hours of drone	5	Self-declaration certified by

			Bidder's MD/CEO/Chairman & Chartered Accountant
4	Bidder experience in providing Web GIS solutions. 10 projects & above- 25 marks 8 - 9 projects - 20 marks 5-7 projects – 15 marks 2-4 projects - 10 marks	25	• Copies of work orders/ Client Completion Certificate
5	Bidder experience in land survey projects 2 projects & above - 10 marks 1 project - 5 marks	10	• Copies of work orders/ Client Completion Certificate
6	Concept Presentation	30	
6A	Concept and Methodology blue print.	10	
6B	Understanding of the work & the scope of services	10	
6C	Proposed work plan & milestones	10	
	<b>Total</b>	<b>100</b>	

For the avoidance of doubt, the Financial Bids of only those Bidders **who score above 75%** in the evaluation of the Technical Bid, **will be opened**.

### **3.6 INSTRUCTIONS FOR SUBMISSION OF TENDER ON CENTRAL PUBLIC PROCUREMENT PORTAL**

Bidders are advised to study the tender document carefully. The bid along with the necessary documents should be submitted online through Central Public Procurement Portal (CPPP) website: <https://eprocure.gov.in/eprocure/app> (after log in to the portal using Digital Certificate) ("**e-Tender Portal**") in two bid systems i.e. (i) technical bid and (ii) financial bid not later than the date and time specified in the tender document. Prospective Bidders are advised to follow the instructions provided in the "General Instruction to Bidders" for e-submission of the bids online through CPPP for e-Procurement at <https://eprocure.gov.in/eprocure/app>. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Tender sent by any other mode will not be accepted. All bids must be accompanied with a scanned copy of bid security (EMD).

The bid security (Demand Draft drawn in the name of "Secretary, MPEDA", payable at Ernakulam) shall be deposited in "ORIGINAL" in a sealed envelope before the bid due date along with the other Enclosures of Bid (as specified in Clause 3.5.8 (c) above) and time to the address given above.

For the avoidance of doubt, Bids submitted by fax, telex, telegram or e-mail shall not be entertained and shall be summarily rejected.

**3.6.1** In addition to all other requirements stipulated under this tender document, the Technical Bid shall mandatorily include the following details:

**3.6.2** Application Form (**Annex I**), along with all supporting attachments.

**3.6.3** An Earnest Money Deposit (EMD) of Rs. 5,00,000 (Rupees Five lakh only) shall be submitted as mentioned in the terms and conditions.

**3.6.4** Company Profile along with details of Organization Structure and Employee Strength.

**3.6.5** Letter Comprising the Technical Bid

**3.6.6** Copy of PAN Card and GST Registration.

**3.6.7** Copies of Chartered Accountant certified audited balance sheet for the 3 (three) consecutive financial years starting from 2018-19 to 2020-21 along with the turnover details filled and certified by Chartered Accountant in the prescribed format as per **Annexure IV**.

**3.6.8** The organization must have prior experience of handling similar projects. The bidding company or consortium shall furnish the work order/client completion certificate or an undertaking to this effect.

**3.6.9** The Bidder should submit a Power of Attorney as per the format prescribed at Annexure VI, authorizing the signatory of the bid to commit the Bidder, along with a board resolution or relevant extract of the charter document in favour of the executant.

**3.6.10** All supporting documents listed against eligibility criteria and technical evaluation criteria.

**3.6.11 Financial Bid document** should comply the following:

The Bidder should quote a bid to provide all the deliverables given in the scope of work. The quoted bid should not be a qualified or conditional one. The bid shall indicate the amount as per Annexure V, and all applicable taxes should be shown separately (to be submitted online in the format provided as per **Annexure V**).

*Note: All the pages of the supporting documents submitted should be duly signed and sealed by the Bidder.*

\*\*\*\*\*

#### 4. PAYMENT SCHEDULE

Following are the payment terms & schedules against the completion of the various activities

DESCRIPTION	SCHEDULE OF PAYMENT
<b>Software solution Cost</b>	
40 % of Software solution Cost	After UAT of Solution
25% of Software solution Cost	After GO-LIVE of the solution
25% of Software solution Cost	Paid after successfully running of application for a period of one month from the date of Go-live of application
10%	On successful completion of One year warranty period
<b>PMU Cost/ month</b>	05 <sup>th</sup> Working day of Every month post raising the invoice

<b>Drone Survey cost</b>	05 <sup>th</sup> Working day of every month post raising the invoice, on submission of survey report and processed data for the previous month
--------------------------	--

## 5. DELIVERY PERIOD

### TIME FRAME FOR DEVELOPMENT OF WEB GIS SOFTWARE AND INTEGRATED MOBILE APP

Sl. No	Details of activities	Time frame																			
		in weeks															in years				
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	1	2	3	4	
1	Layout design approval & development																				
2	Hosting in test server																				
3	Third party Security Audit																				
4	Hosting in Cloud server and Installing SSL Certificate																				
5	Commissioning/ launching																				
6	Warranty period																				

## 6. ANNEXURES

### ANNEXURE I

#### APPLICATION FORM

**Last date for receipt of tender is on or before 17:00 hrs of 21/10/2021**

**From**

.....

.....

**To**

, THE Secretary

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY

P. B. No. 4272, MPEDA House,

Panampilly Avenue Kochi – 682 036.

Sl. No.	Particulars	Details to be filled in by the Bidder
1	Name of the Firm/Agency	
2	Registered office/business address of the Agency with telephone, cell, Website, Email and fax number	
3	Name of Contact Person(s)	
4	Address with telephone, Fax numbers, Email and name(s) of the contact person (s)	
5	Year of Incorporation & Constitution	
6	Income Tax - PAN No. (Attach copy of PAN)	
7	GST No. (Attach copy of GSTN registration)	
8	Turnover during last three years (copy of audited Balance sheet to be enclosed)	
	Year	Turnover in Rupees lakhs (in words and figures)

	2018-19															
	2019-20															
	2020-21															
9	Whether registered with Registrar of Firms / Companies? If yes, Date of Registration (Attach copy of Registration)															
10	Customer Profiles (Attach copy of work orders/proof)															
11	<u>Infrastructure details</u> 1) Details of network/branches of Agency in India and abroad. 2) Whether the Agency has adequate professionally trained manpower. 3) Whether the Agency is providing services to Union Govt. / Public sector undertakings, any reputed International organizations, financial institutions, banks/private sector companies, etc. in past three years.															
12	Details of Previous experience (Copies of experience certificates, work orders and proof of Work order value to be attached) <table border="1"> <thead> <tr> <th rowspan="2">Details of Contracted Organization, its address and contact numbers</th><th colspan="2">Period of contract</th><th rowspan="2">Work order value</th></tr> <tr> <th>From</th><th>To</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td></tr> </tbody> </table>	Details of Contracted Organization, its address and contact numbers	Period of contract		Work order value	From	To									
Details of Contracted Organization, its address and contact numbers	Period of contract		Work order value													
	From	To														
13	Other relevant information, if any															
14	<b>Verification</b> - The application for engagement should be signed by the authorized signatory verifying that all the details furnished in the application are true and correct to the best of his/her knowledge and that in case of furnishing any false information or suppression of any material information would lead to rejection of application besides initiation of penal proceedings by the Authority.															

**Name & Signature of authorized signatory**

**Date:**

**Name & Seal of Bidder**

**ANNEXURE II**  
**LETTER COMPRISING TECHNICAL BID**

Dated:

To

The Secretary,

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY

P. B. No. 4272, MPEDA House,

Panampilly Avenue, Kochi – 682 036

**Sub: *Bid for Appointment of Agency for Automation of Farm Enrolment of Marine Products Export Development Authority***

Dear Sir,

1. With reference to your RFP document dated [*insert date*], I/we, having examined the tender documents and understood their contents, hereby submit my/our Bid for the Project. The Bid is unconditional and unqualified.
2. I/ We acknowledge that the Authority will be relying on the information provided in the Bid and the documents accompanying such Bid for selection of Strategic Partner for the aforesaid Project, and we certify that all information provided in the Bid is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Bid are true copies of their respective originals.
3. This statement is made for the express purpose of our selection as a Strategic Partner for undertaking the aforesaid Project.
4. I/ We shall make available to the Authority any additional information it may find necessary or required to supplement or authenticate the Bid.
5. I/ We acknowledge the right of the Authority to reject our Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by Applicable Law, our right to challenge the same on any account whatsoever.
6. We certify that in the last three (3) years, we/ any of the Consortium Members or our/their Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract, nor have had any contract terminated for breach on our part.
7. I/ We declare that:
  - a) I/ We have examined and have no reservations to the tender documents, including

any Addendum issued by the Authority;

- b) I/ We do not have any Conflict of Interest in accordance with Clause 3.4.3.
8. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders, in accordance with the provisions of this RFP.
9. I/ We believe that we/ our Consortium/ proposed Consortium satisfy(ies) the Net Worth and Turnover criteria and meet(s) all the requirements as specified in this RFP.
10. I/ We declare that we/ any Member of the Consortium are/ is not a Member of a/ any other Consortium submitting a Bid for the Project.
11. I/ We certify that in regard to matters other than security and integrity of the country, I/ we/any Member of the Consortium have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
12. I/We further certify that in regard to matters relating to security and integrity of the country, I/ we/any Member of the Consortium have not been charge-sheeted by any agency of the government/Authority or convicted by a Court of Law for any offence committed by us.
13. I/ We further certify that no investigation by a regulatory authority is pending either against us/any Member of Consortium or against our/ their CEO or any of our Directors.
14. I/ We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of provisions of this RFP, we shall intimate the Authority of the same immediately.
15. The Power of Attorney for Signing of Bid is provided at Annexure VI of the RFP. The Power of Attorney for Lead Member of Consortium is enclosed.
16. [We acknowledge that our Consortium/ proposed Consortium is qualified on the basis of Technical Capacity and Financial Capacity of its Members. We further agree and acknowledge that the Consortium Members shall be jointly and severally responsible for the obligations contained in the Bidding Documents.]<sup>1</sup>
17. I/ We understand that the Selected Bidder shall be an existing {Company/proprietorship firm/insert nature of entity} incorporated under relevant laws of or from outside India

---

<sup>1</sup>To be retained only in case of a Consortium.

under equivalent law.

18. I/We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the Project and the terms and implementation thereof.
19. In the event of my/ our being declared as the Selected Bidder, I/we agree to enter into a Contract in accordance with the draft that has been provided to me/us prior to the Bid Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
20. I/We have studied all the tender documents carefully. I/ We understand that except to the extent as expressly set forth in the Contract, I/ we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of it.
21. The Fee has been quoted by me/us after taking into consideration all the terms and conditions stated in the tender document, Contract, our own estimates of costs and after a careful assessment of the Site and all the conditions that may affect the Contract Fee and implementation of the Project.
22. The Bid Security in accordance with this RFP and in the form of a demand draft is attached.
23. I/We agree and understand that the Bid is subject to the provisions of the tender documents. In no case, I/We shall have any claim or right of whatsoever nature if the Project / service is not awarded to me/us or our Bid is not opened.
24. I/We agree and undertake to abide by all the terms and conditions of the RFP.
25. [We, the Consortium Members agree and undertake to be jointly and severally liable for all the obligations of the Service Provider under the Contract.]<sup>2</sup>

In witness thereof, I/we submit this Bid under and in accordance with the terms of the RFP.

Yours faithfully,

Date:

(Signature of the Authorised signatory)

Place:

(Name and designation of the of the Authorised  
signatory)

Name and seal of Bidder/Lead Member

---

<sup>2</sup>To be retained only in case the Bidder is a Consortium.

### ANNEXURE III

#### TECHNICAL CAPACITY OF THE BIDDER

The information regarding the relevant experience of the firm should be provided in the format below.

Name of Bidder:

Project Name:	Location of Project:
Project Brief (Narrative description of Project)	Current status of the Project:  Note: 1. If the design is completed for the project but the development is in progress, mention the current status as 'Design Completed' 2.
Description of actual contract / services provided:	
Name of Client:	Address of Client:  Contact phone number and e-mail of Client:
Start date (month/year):  Completion date (month/year):	Value of Project:

**Signature of Bidder/Lead Member**

Notes:

1. The Project Data Sheet mentioned above should necessarily be accompanied by supporting documents mentioned in Clause 3.4.4 (a).

**ANNEXURE IV**  
**FINANCIAL CAPACITY OF THE BIDDER**

Fill in the blanks for each of the last 3 (three) fiscal years, duly certified by statutory auditor/chartered accountant.

1. Turnovers during the last 3 (three) consecutive financial years:

Bidder Type	2018-19	2019-20	2020-21	Total
Single or Consortium				

(Signature of Bidder)

**ANNEXURE V**

**FINANCIAL BID**

**Last date for receipt of tender is upto 17:00 hrs on 22/10/2021**

**Financial Bid Format**

**Summary of Cost**

#	Description	Cost excluding tax
A.	Cost of the software solution (including Web GIS solution and Mobile Application)	
B.	PMU cost for 2 yrs	
C.	Drone Survey cost including survey, data processing and output map in desired format C1: Cost of Survey of un-enrolled farms only estimated area is 25000 Hectares C2: Cost of survey of entire export oriented farms estimated area is 1.0 lakh Hectares	
	Grand total 1. A+B+C1 2. A+B+C2	
	In words:	

**Note:- Evaluation of commercial bids shall be done on the basis of Grand total of 1. A+B+C1  
2. A+B+C2**

The Authority reserves the right to select any one of the two options before awarding the contract.

\*All the costs in the financial bid should be in INR

## ANNEXURE VI

### POWER OF ATTORNEY FOR SIGNING OF BID

Know all men by these presents, We, \_\_\_\_\_ (name of the Bidder and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr. \_\_\_\_\_/ Ms \_\_\_\_\_ (Name), son/daughter/wife of \_\_\_\_\_ and presently residing at \_\_\_\_\_, who is {presently employed with us and holding the position of \_\_\_\_\_,} as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for [\*\*\*] ("Project") proposed or being developed by the [\*\*\*] (the "Authority") including but not limited to signing and submission of all bids and other documents and writings, participation in applicants' meetings and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all documents and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the Project and/or upon award thereof to us and/or till the completion of the Project as per the contract(s) for provision of services with the Authority or any entity representing the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVENAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF \_\_\_\_\_, 2019.

For

.....

(Signature)

Witnesses:

(Name, Title and Address)

1.

2.

[Notarised]

Accepted

.....

(Signature)

(Name, Title and Address of the Attorney)

**Notes:**

- *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.*
- *Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*
- *Power of Attorney should be executed on a non-judicial stamp paper of appropriate value as relevant to the place of execution (if required under applicable laws).*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued.*
- *However, in the countries, which are members of the Hague Convention, the document has to be notarized by the public notary and apostilled by the designated competent authority of the issuing country.*