

DATA SHEET 1

1. Important Information /data

Section	Clause para /	Subject	Data
1	6	URL of DDA website	http://www.dda.org.in
1 2 3 4	6 1 36 85	URL of CPP Portal	http://www.eprocure.gov.in
2	1	Name of the work	Development of Workflow Engine based ICT Application (including mobile apps) for Land Information Management in DDA.
2	1	Name of the Client	Delhi Development Authority, Government of India
2	4	Expertise required from the Agency	Lead Bidder or the consortium partners should have the following experience collectively or individually: <ul style="list-style-type: none"> a. Developing Work-flow based ICT application organisation's workflow processed. b. Surveying and Creating GIS maps of an area including mapping and geo-referencing various facilities in an area c. Developing Portal (based on web development life cycle method) using open technology tools (enterprise edition) for content management d. Household Survey collecting data from the residents of the household.
2 3	6 45	Officer to whom Bid should be addressed / all correspondences should be made	Sh. Nitin Joshi, Dy Director (Systems), First Floor B Block, Delhi Development Authority Vikas Sadan, New Delhi 110007 Tel : 24661470 Email: ddsqueries@dda.org.in
2 3	6 15	Officer to whom submissions / request for clarification may be addressed / sent	-same as above -

3	9	Address for Submission of original EMD (if mode of EMD is BG / DD)	-same as above-
3	42	Venue for opening of Bids	-same as above-
3	17	Venue of Pre-bid Conference	Conference Room, Ground Floor, B Block, Vikas Sadan, INA, New Delhi
3	19	Account details for RTGS	RTGS should be made in the account of Sr. A.O. Cash Main, D.D.A having account No. 1014042405 with Central Bank of India, Vikas Sadan, I.N.A. branch, New Delhi (IFSC Code CBIN0282695).
3	19	Amount of E-tender AnnualCharges	The bidders who are not registered in DDA and wish to bid in DDA tenders are required to pay annual charge of tendering of Rs. 20,000 before bidding through RTGS on above account number.
3 3	19 20(i)	Amount of EMD	Rs 25,00,000/- (Rs Twenty Five Lakh only) (relaxation for MSME/SSI applicable[75% relaxation in EMD for MSME and 80% relaxation in EMD for SSI])
3	20(i)	BG / DD to be made in favour of	A.O. Cash Main, DDA, New Delhi, payable at New Delhi
3	21	Exemption to MSME	100% exemption of e-tender annual charges relaxation for MSME/SSI applicable[75% relaxation in EMD for MSME and 80% relaxation in EMD for SSI])
3	28	Bid validity period	180 days from date of opening of Prequalification bids
3	52(iii)	Minimum Qualifying TechnicalScore	Minimum Technical Score required for the Technical Bid to qualify is 70 and 60% score in each category (A, B, C, and D of Data Sheet 3)
Data Sheet 2	2(7)	Minimum Turnover required	INR 7.50 Crore of lead bidder or sole bidder or Consortium collectively
Data Sheet 2	2(7)	Turnover requirement for three years for period ending	31.03.2019

Data Sheet 2	2(13)	Number of technically qualified manpower required	20
Data Sheet 2	2(14)	Projects, numbers and amounts required	<p>Any of the Consortium member should have completed the projects of their expertise and for marking the total of their projects will be considered as under :-</p> <ol style="list-style-type: none"> 1. Greater than or equal to Rs. 10 Crores: 5 marks 2. Between Rs.10 Crores and greater than or equal to Rs 6 Crores: 4 marks 3. Between Rs. 6 Crores and Rs. 2.0 Crores: 3 marks 5. Between Rs. 2.0 Crores and Rs. 1.0 Crores: 2 Marks 6. Less than 1.0 Crores : 0 marks

Data Sheet 2	2(15)	Projects, numbers and amounts required	<p>(a) One Project of Number of households surveyed \geq 20000, OR the survey of an area of 20 sq.km OR</p> <p>(b) Two projects of Number of household surveyed \geq 10000, OR the survey of an area of more than 10 sq.km OR</p> <p>(c) Four Projects of number of households surveyed \geq 5000 or the survey of an area of more than 5 sq.km</p>
Data Sheet 5	22	Project Duration	1 years (Development) + 3 years O&M
Data Sheet 5	23	Annual escalation rate for O&M Fee	5%

DATA SHEET 2

Prequalification Bid Information and Parameters

1. Eligibility Guidelines:

- (i) The proposal can be submitted by an individual organization or a consortium. In case of Consortium, it shall have maximum of three members and one member will be its Prime Bidder / Lead Member / Lead Partner. The Prime Bidder is encouraged to partner with expert organizations / institutes that have expertise in individual components of the scope of work.
- (ii) In case of a consortium, the same shall be formed under a duly stamped consortium agreement and signed by the authorized signatories of the respective companies. In the event of a consortium, one of the partners shall be designated as a "Lead Partner". However, every member of the consortium shall be equally responsible and jointly and severally liable for the successful completion of the entire project.
- (iii) The single vendor or its consortium, if any, will be designated as 'Bidder' or 'Vendor' for the remainder of this document.
- (iv) The bidder can provide project citations/ certifications of their group companies as well, duly supported with documents like work orders/agreements/client certifications.
- (v) The bidders should have the necessary legal registrations/certifications/clearances required for providing the services in scope of this RFP.
- (vi) Bidder should meet the requirements of parameters mentioned in next para 2 below.

2. Pre-qualification parameters and Documents to be submitted in Prequalification bid

The Tenderers shall furnish all the required documents as given in the Compliance Sheet below.

S No	Parameter	Documents to be Submitted	Page No of the bid
(1)	Covering Letter for Technical Proposal and undertaking on total responsibility	Covering letter as Form A. To be signed in original by the authorised representative	
(2)	In case of Consortium, documentary proof and details of members	(1) MOU/Agreement of Consortium on an appropriate Non-Judicial Stamp Paper, purchased by the Lead Partner/Member, between the Lead Partner/Member and his Consortium Member/Partner(s). (2) In the table on Form A, please provide details of each consortium partner clearly depicting the roles and Responsibilities of each member of Consortium	
(3)	The Prime Bidder has to be an ICT Company / entity registered under the Companies Act of India, 1956 / The Partnership Act 1932 / Limited Liability Partnership Act, 2008 and should have been in existence for at least five years as on 31 March 2019.	(1) Certificate of Incorporation (2) Any documentary proof indicating that the prime bidder is in the business of developing ICT applications	
(4)	The prime bidder and all consortium members should have valid (non expired) ISO 9001: 2000 certification or equivalent in ICT related area as on date of submission of the bid.	Relevant Certificates with clearly mentioned details of expiry and organization name	
(5)	The Sole Bidder / Members of Consortium should be registered with the Indian Service Tax department and carry a valid PAN. Also they should be registered with relevant regulatory authorities.	Copy of PAN Goods and Service Tax (GST) Registration EPF Registration ESI Registration In respect of each member of consortium.	
(6)	The bidder should have a presence in Delhi to qualify. This can be through any partner of	Any Address Proof or Self Declaration to give an undertaking of opening a local service support	

	consortium valid currently.	Centre after Award of the Work/Contract in Form A.	
(7)	The Tenderer (Sole bidder/ Average for all members of consortium combined together) should have annual turnover of more than such amount as mentioned in Data Sheet 1 from ICT related projects for each of the last three Financial Years ending on such date as mentioned in data sheet 1.	Copy of the Audited profit and loss statement/ balance sheet/ annual report for last 3 years financial years ending date mentioned in data sheet 1, attested by Auditor / Company Secretary clearly mentioning the registration number. Certificate from Statutory Auditor/ Company Secretary (mentioning the registration number) confirming the annual turnover for last 3 financial years ending date mentioned in data sheet 1 from each of the bidder in Form C. In case the bidder submits an un-audited financial result, a copy of the "Limited Review report" of financial results, prepared by the statutory auditor of the firm shall also be submitted.	
(8)	The Tenderer (Sole Bidder/Lead Member/ any Consortium member) should be in the business of Development of ICT application relating to Land Information Management and should have executed / operationalized relevant projects in last 5 Years, as of Bid submission Date.	(1) Details of ONE work in Form F (2) Work Orders confirming area and year of activity. (3) Work Completion certificate	
(9)	Net worth of Bidder Company (Sole bidder / Lead member) must be Positive in last three years (Fy. 2018-19, 2017-18 and 2016-17) as per the audited Balance Sheet. For the purposes of this RFP, "Net Worth" mean the aggregate value of the paid-up share capital and all reserves created out of the profits and securities premium account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited standalone balance sheet, but does not include reserves created out of revaluation of assets, write-back of depreciation and amalgamation.	Chartered Accountant Certificate as per Form C	
(10)	Bidder / Consortium Partners should not be an entity which has been black-listed by India Government / any State Government / Local Body / any other government institution for any fraudulent activities as on the bid submission date	Declaration in Form A	
(11)	Authorisation	The bidders should submit Board resolution (attested by statutory auditor / Company Secretary clearly mentioning the registration number) along with power of attorney (In case Power of Attorney is submitted in copy the same should be attested by the statutory auditor / Company Secretary clearly mentioning the registration number) for authorizing the signatory [Form D]	
(11)	Proof of depositing EMD and Tender Annual Charges of requisite amount	Copy of RTGS/ NEFT acknowledgement Or Copy of BG or DD [Form E]	
(12)	In case the bidder is claiming exemption of EMD E-tender annual charges (see para 21 Section 3) being an MSME	A copy of the registration certificate under the MSME Act 2006 A self declaration indicating that the bidder is entitled for the exemption under the Government of India Policy. [Form A]	
(13)	The Tenderer (Sole Bidder/ Lead Member (in case of Consortium)) must have such number of minimum Technically Qualified (in IT related field) Human Resources, as on the date of Bid Submission, as mentioned in Data sheet 1.	Self declaration in this regard [Form A]	

(14)	<p>The Tenderer (Sole Bidder/Lead Member/Consortium) shall have experience of ICT Application Development Projects and should have executed / operationalized relevant projects (Related to development of Work-flow Engine based applications) in last 5 Years, as on Date of Bid Submission, Government (or its Autonomous/ PSU/Subordinate Organisation/ Local Bodies etc.) or Large Corporations in India: Projects of numbers and amount mentioned in Data Sheet 1</p>	<p>Details of work executed [Form F] Copy of work orders and project completion certificates.</p>	
(15)	<p>The Tenderer (Sole Bidder/Any Member of consortium) should be in the business of conducting Household Survey of any area and should have executed / operationalized relevant projects in last 5 Years, as of Bid submission Date, Projects of numbers and amount mentioned in Data Sheet 1.</p>	<p>(1) Details of work executed [Form F] (2) Work Orders confirming area and year of activity. (3) Work Completion certificate</p>	
(16)	<p>DGPS Equipments Owner Certification Tenderer shall have valid DGPS Equipments Owner Certification valid as on date of Bid Submission.</p>	<p>A copy of Certification is to be attached.</p>	

DATA SHEET 3

Technical Bid Information and Parameters

1. Technical Proposal is to be submitted electronically as per Form G , enclosing Technical compliance sheet and relevant document to support their claim.
2. **Technical Evaluation parameters and documents to be submitted with technical proposal**

Technical Compliance Sheet

Sl.No	Criteria	Basis for Valuation	Max Marks	Supporting Documents (Forms to be used)	Ref.No. /page
A. Bidder's Profile (20)					
(1)	<p>Technical Strength of Lead Member/Consortium</p> <p>Average Annual turnover of Lead member/Sole Bidder/Consortium from IT Business /ITES [ICT System Integration projects, ICT Systems Development projects/Survey/ GIS related, Application development] in last 3 Financial Years (Turnover in Rs. Crores) on the date of bid submission.</p>	<p>Any of the Consortium member should have completed the projects of their expertise and for marking the total of their projects will be considered as under :-</p> <ol style="list-style-type: none"> 1. Greater than or equal to Rs. 10 Crores: (5 marks) 2. Between Rs.10 Crores and greater than or equal to Rs 6 Crores: (4 marks) 3. Between Rs. 6 Crores and Rs. 2.0 Crores: (3 marks) 5. Between Rs. 2.0 Crores and Rs. 1.0 Crores: (2 Marks) 6. Less than 1.0 Crores :(0 marks) 	5	<p>Form C</p> <p>(Extracts from the audited Balance sheet and Profit & Loss; OR Certificate from the statutory auditor)</p>	
(1A)	<p>Financial Strength of Consortium</p> <p>Average Annual turnover of Consortium/Sole Bidder from IT Business /ITES [ICT System Integration projects, ICT Systems Development projects , Application development] in last 3 Financial Years (Turnover in Rs. Crores) on the date of bid submission.</p> <p>(In calculating turnover of consortium, sum of turnover of members shall be considered)</p>	<p>For Consortium/sole bidder</p> <ol style="list-style-type: none"> 1. For the turnover 7.5cr to 15 cr. (3 marks) 2. For the turnover > 15cr to 30 crores. (04 Marks) 3. For turn over more than 30 cr. (05 Marks) 4. For less than 7.5 crore , zero (0) marks > 	5	<p>Form C</p> <p>(Extracts from the audited Balance sheet and Profit & Loss; OR Certificate from the statutory auditor)</p>	

(2)	Certification and Credentials Sole Bidder / Lead member of the Consortium (valid on the date of submission of bid) ISO 9001: 2015 or latest; and SEI-CMMiL3 Certification or above	ISO 9001:2015 & SEICMMiL5: 5 Marks ISO 9001:2015 & SEICMMiL3 :4 Marks OnlyISO9001:2015 :3 Mark	5	Copy of CMMI Certificate Certifying agency should be in the approved list of agencies on CMMI website. (https://www.cmmiinstitute.com). CMMI Certificate should have	
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				Appraiser ID and Appraisal-ID.	
(3)	<p>Government Experience Sole bidder / any member of consortium should have undertaken / executing relevant project in any one state/ central government agencies Government (or its Autonomous/ PSU/Subordinate Organisation/ Local Bodies etc.) in India, as on bid submission date.</p>	<p>"Maximum 1 project"</p> <ol style="list-style-type: none"> 1. Project related to development of ICT based Land information Management – 5Marks 2. Project related to development of ICT application for computerization of work-flow /processes – 3Marks 3. Project related Software Services / Website Services Rollout Services – 2 marks 4. Project related to Network Services – 1 Marks 5. Project related to Manpower Services – 0 Mark 	5	Form F Along with copy of work orders & work completion certificates	
B. Relevant Strengths (30)					
(4)	<p>Past Experience of the Bidder (Sole Bidder/ Lead bidder/ any Consortium member) in implementation of Workflow based Applications using Work Flow Engine (workflow Automation) with User Authentication, completed and operational, during the last 5 years, as on Bid Submission date, for Government (or its Autonomous / PSU/Subordinate Organisation/ Local Bodies), Large Corporates etc., in India, as on Bid Submission Date".</p> <p>Note : Large Corporation means organisations that have turnover 100 Crore per year or more.</p>	<p>Projects of all Consortium members will be considered. The experience of digitization, ground truthing for all types of maps, plans shall be considered.</p> <p>"Maximum Five Projects (Maximum marks 10):</p> <ol style="list-style-type: none"> 1. Projects undertaken in India, with project value >= Rs. 2.0 Crore (each project will carry 5Marks) 2. Projects undertaken in India, with project value >= Rs. 1 Crore but <Rs 2.0 Crore (each project will carry 4Marks) 3. Projects undertaken in India, with project value >= Rs 50 Lakhs but < Rs. 1 Crore (each project will carry 3 Mark). 	10	Form F Along with copy of work orders & work completion certificates	

		4. Projects undertaken in India, with project value \geq 25 Lakhs but $<$ Rs. 50 Lakhs(each project will carry <u>2</u>		
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		Mark). 5. Projects undertaken in India, with project value \geq 10 Lakhs but $<$ Rs. 25 Lakhs (each project will carry 1 Mark).			
(5)	Past Experience in Home-to-home Survey work(s) undertaken during last 5 years (by any of the consortium partner) as on the date on bid submission (by sole bidder/ any member of consortium)	"Maximum <u>Five</u> Projects – total number of household surveyed" 1. Greater than or equal to 25000 households: 5 marks 2. Between 25000 households and Greater than or equal to 10000 households: 3 marks 3. Between 10000 households and greater than or equal to 5000 households: 2 marks 4. Between 5000 households and greater than or equal to 2000 households: 1 mark	10	Form F Along with copy of work orders & work completion certificates	
(6)	Past experience in work related to digitization and geo-referencing of revenue maps by any of the consortium partner during last 5 years as on the date of bid submission (by sole bidder / any member of consortium)	"Maximum <u>Five</u> Projects – The experience of digitization, ground truthing for all types of maps, plans shall be considered." 1. Greater than or equal to 500 villages' revenue maps/other types of maps: 5 marks 2. Between 500 revenue maps and greater than or equal to 250 revenue maps/other types of maps: 3 marks 3. Between 250 revenue maps and greater than or equal to 100 revenue maps/other types of maps: 2 marks 4. Between 100 revenue maps and 50 revenue maps/other types of maps: 1 marks	10	Form F Along with copy of work orders & work completion certificates	
C. Solution Proposed, Approach and Methodology (30)					

(7)	Demonstration of understanding of the Department's requirements	<p>Qualitative assessment based on Demonstration of understanding of the Department's requirements through providing:</p> <ol style="list-style-type: none"> 1. SWOT Analysis of DDA's proposal / scope of work(2 marks) 2. Issues and Challenges likely to be faced in implementation of project(2marks) 3. Mitigation strategies(2 marks) 4. Understanding of Stakeholders' expectations (2 	10	Form I A Note to be attached covering points for evaluation	
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		marks) 5. New ideas for modification to scope of work (2 Marks)			
(8)	Evaluation of Workflow Engine (to be deployed under this project) developed by the Bidder (COTS/Bespoke Model/Open Technology Standards based/Dot(.)NET technology platform based) (if any).	Qualitative assessment by the Tender Committee. Demonstration of Workflow Engine with "Use Case" for form Digitalisation with localization features (both in English and Hindi) showing capabilities for an end-to-end solution of the chosen Use-Case	5	Form J Please furnish Details of the Work Flow Engine proposed to be deployed	
(9)	Proposed solution	Solution proposed and its components will be assessed on following parameters by the evaluation committee Vision and Concept – 1 Marks Approach to the assignment/job – 1 mark Methodology for carrying out the activities and obtaining the expected output – 1 mark Strategy for collection of information / data - 1 mark Project Life cycle – 1 mark Survey methodology – 1 Marks Georeferencing technology– 1marks Completeness and responsiveness to the department's requirements– 2marks Scalability of Solution – 1 marks	10	Form K Please furnish a Detailed Note on the proposed solution covering the points for evaluation.	
(9)	Project work break down structure	Qualitative assessment based on WorkPlan Project components, timelines, resource assignment, dependencies milestones Organisation and Staffing Plan for Capacity Building Methodology for Technical Handover Pert Chart of activities	5	Form L A Note to be attached covering points of evaluation.	
D. Resource Profile - Lead Resources(20) / Application development Manpower					
(10)	Project Manager	Evaluation Methodology of CV, CV: 5 Marks a. Qualification: 1 mark b. Adequacy for Assignment: 2marks c. Relevant Experience: 1 marks d. Past experience of similar project : 1 mark	5	CV of concerned Lead resource in (Form M)	

(11)	GIS expert	CV : 3 Marks a. Qualification: 1mark b. Adequacy for Assignment: 1marks c. Relevant Experience:1 marks	3	CV of concerned Lead resource (Form M)	
(12)	Survey Lead	CV : 3 Marks a. Qualification: 1mark b. Adequacy for Assignment: 1marks c. Relevant Experience:1 marks	3	CV of concerned Lead resource (Form M)	
(13)	Solution Architect	CV : 3 Marks a. Qualification: 1mark b. Adequacy for Assignment: 1marks c. Relevant Experience:1 marks	3	CV of concerned Lead resource (Form M)	
(14)	Business Analyst	CV : 3 Marks a. Qualification: 1mark b. Adequacy for Assignment: 1marks c. Relevant Experience:1 marks	3	CV of concerned Lead resource (Form M)	
(15)	Number of Developers on the rolls of the Sole bidder / Consortium Lead	Number of Application developed employed by the bidder- 1. Greater than 25 – 2marks 2. between 24 and 15 –1 marks 3. Less than 15 – 0marks	2	Self Certificate	

3. Note : The value of the projects (or other parameter as the case may be) considered in the above criterion would be based on the Purchase Order or the LOI issued to the responding firm. In absence of the supporting documents, the projects would not be considered forevaluation.

4. The Education and skill requirement of the resource persons shall be as below-

S.No.	Role	Education	Skills & Experience
1.	Project Manager	B. E/B. Tech./M. Sc/ M. Tech/ M.E./M.S./MCA	Minimum 8 years' Experience in Project Management and PMP Certified.
2	GIS expert	M.Sc. / M.Tech. /PG Diploma - in Geomatics/ GIS & Remote Sensing	Minimum 3 years' Experience in <ul style="list-style-type: none"> • Image / Mapgeo-referencing • GISlayerisation • Image/Mapdigitization
3	Household Survey Lead	Graduate in any field	Minimum 3 year Experience in Field Household survey work.
4.	Solution Architect	B. E/B. Tech./M. Sc/ M. Tech/ M.E./M.S. in Computer Science / IT / ECE, or MCA	Minimum 5 years' Experience in <ul style="list-style-type: none"> • Webbasedsolutiondesign architecture • Cloud development • Productmanagement • DevOps
5.	Business Analyst	B. E/B. Tech./M. Sc/ M.Tech/ M.E./M.S. in Computer	Member with M.B.A or M.S. is preferred.

		Science / IT / ECE, or MCA	Minimum 3 years' Experience in <ul style="list-style-type: none">• Requirement analysis with client and process owners.• Mapping business processes and proposing work solution
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