**TENDER**

for

**ArcGIS Desktop software Version 10.6 required for**

**Climate Studio Lab at Anna University, Tamil Nadu**

Tender Number: 91135053

Date: 25.11.2019

(Single Envelop Bid System)

|  |  |
| --- | --- |
| **Particulars** | **Description** |
| Purpose of Tender | To select an experienced company for Procurement, and installation of Arc GIS Desktop software Version 10.6 with 15 users pack for Climate Studio lab at Anna University, Tamil Nadu.  The Climate studio will have comprehensive lab facility with all tools and models to assess the climate risk and vulnerability on water,  agriculture, forestry, coastal resources, etc. This exclusive climate studio also aims to bring all institutes and research centers working in climate related research together to exchange data, techniques and also to pursue collaborative research activities. |
| Tender reference number | 91135053 |
| Date of tender announcement | 25.11.2019 |
| Last Date and time for submission of bids | 30.11.2019 |
| Mode of Submission | Technical and Financial bids to be submitted in sealed envelope as per the given instructions. |
| Validity of Bids/ Offered Price | 60 days from the last date of submission of bids 30.11.2019  The selected supplier shall not be able to vary from their financial bid until the completion of the Order, if awarded by GIZ. |
| Address for Bid Submission | The Head of Procurement  GIZ Office, 46, Paschimi Marg  Vasant Vihar, New Delhi-110057 |
| Location of Site | **Centre for Climate Change and Disaster Management**  **Anna University**  **Chennai-600025, India** |

Dear Sir/ Madam

Technical and Financial bid in sealed single envelop are invited on or before last date for submission of bids from experienced companies for the procurement and installation of Arc GIS Desktop software Version 10.6 with 15 users pack for Climate Studio lab at Anna University, Tamil Nadu.

The bid may be prepared as per the provisions mentioned in the following documents available:

1. Invitation to Tender- Scope of work and bidding conditions
2. Checklist of documents
3. Specifications for Arc GIS Desktop software Version 10.6 with 15 users pack – Annexure “1”
4. Covering Letter from Bidder – Annexure “2”
5. Declaration by bidder – Annexure “3”
6. Document Submission – Annexure “4”
7. Financial Bid (Submission of Price) - Annexure “5”
8. Delivery Schedule – Annexure “6”
9. General Terms and Conditions

We look forward to receiving your offers.

With best regards,

Procurement Department

GIZ Office, New Delhi

# Project Overview

## Background

### Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a German Government enterprise that provides services in the field of international development cooperation worldwide. In India, GIZ has been working jointly with partners for sustainable economic, ecological and social development since more than 60 years now.

### Under the Indo-German technical cooperation, Government of Germany is cooperating with India and has initiated a project titled ‘Climate Change Adaptation in Rural Areas of India Phase –II (CCA RAI-II)’ that is being implemented under the bilateral cooperation of MoEFCC and GIZ, which aims to integrate climate adaptation and mitigation measures into the national and state development planning. project

## Concept Note

Climate change is emerging as one of the biggest threats facing humanity, with potentially

devastating impacts on food and water security, human health, ecosystem and economic

growth. It is imperative to conserve the natural resources such as water, agriculture, forest

and coastal habitat in a sustainable manner in order to

* Allow ecosystem to adapt naturally to climate change
* Ensure that food production is not threatened and
* Enable economic development to proceed

To achieve the goal, we need to have a thorough understanding on changing climate

and its impacts on natural resources at cadastral level. The climate patterns become more

complex especially Indian Monsoon and its extremities. It is high time to develop high resolution regional climate scenarios using robust climate modelling. Climate modelling is

computationally intensive which involves high computation and storage facilities for more

comprehensive simulations, better representing parameterized processes, and more accurate

climate change projections at regional and local levels. The highly data-intensive nature of

today’s climate research field requires high-performance computing system to run the

various climate models for long time periods.

In India, lack of high computation system, fails to provide micro level climate information to the policy makers for evolving synergetic adaptation. Except few states where International agencies such as GIZ are involved in adaptation program, motivated people to the extent possible at their level. But, many of the states do not have the adequate capability to draw their own state climate projections to evolve climate proof adaptation. Many states expressed their inability to get the database and methods to assess the climate vulnerabilities during the conferences conducted by Anna University and appealed to have a common platform to share the climate data and methodology for preparing State level climate projection, impacts and vulnerability assessment.

GIZ CCA-RAI Project along with The Centre for Climate Change and Adaptation Research, Anna University intend to address the country’s most urgent scientific challenges in climate modelling through establishing an exclusive **Climate studio.** The Climate studio will have comprehensive lab facility with all tools and models to assess the climate risk and vulnerability on water, agriculture, forestry, coastal resources, etc.

**This exclusive climate studio also aims to bring all institutes and research centers working in climate related research together to exchange data, techniques and also to pursue collaborative research activities.** This enables the climate managers of the country to have easy access of climate information and its vulnerability while framing adaptation strategies in action plan. Once the Climate Studio is established with Arc GIS Desktop software facilities, high resolution regional climate scenarios will be provided to all the states and union territory of our country.

All the tools pertaining to climate vulnerability assessment will also be provided to the

stakeholders with appropriate training at the studio. Finally, the studio will develop ‘Yellow

page’ which will provide access to connect institutions and agencies involving in climate

studies.

## Detailed Scope of Work

### The scope of work includes procurement and installation of Arc GIS Desktop software for Climate Studio lab at Anna University as per the specifications and conditions required by GIZ.

#### The selected bidder shall procure Arc GIS Desktop software required for Climate Studio lab” of the required specifications specified in Annexure 1.

#### At the desired location of the Anna University, Climate Studio Lab premises, the selected bidder shall do installation in presence of the consumer and GIZ official and install as per the installation guidelines.

# Tender Conditions

## Eligibility Criteria

### The bidder shall provide sufficient evidence to support the following criteria,

#### The bidder should have a minimum experience of 02 years in supply of Arc GIS Desktop software

#### The bidder should have an annual turnover of at least 100% of the quoted amount in the last two financial years.

#### It should possess the documents showing registration e.g. GST, PAN, etc. Self-attested copy of the documents should be furnished by the bidder along with the bid.

## Validity of Bids

### The bids shall be valid for a term of 60 days from the last date of submission of bids. The bids not accepting the term of validity shall be liable for rejection. The quoted price shall be firm in all respect till the completion period.

### In exceptional circumstances, GIZ may solicit the bidder’s consent for an extension of the period of validity, without any change in the quoted price. The request and the responses thereto shall be made in writing.

## Preparation of Bids

### The bidder is required to independently examine the eligibility criteria, terms & conditions and specifications of Arc GIS Desktop software specified at the relevant section of this tender. Failure to furnish all or any of the required information will be at the risk of bidder and may result in the rejection of the bid.

### The bids and submission of related document shall be submitted in English language. All correspondence between GIZ, bidder and other party related to the tendering process and common between GIZ and bidder shall also be in English language only.

### The financial bids shall be submitted in Indian Rupees only in a prescribed format.

### The bid should be submitted with proper binding of documents with no loose paper.

### It should be signed with full name and full address should be provided along with contact details (contact number, communication address and email)

### Any alteration or corrections shall be treated valid only if they are authenticated by full signature by the person or persons authorized to sign the bid. The bids should be free from overwriting

## Clarification to the bidder(s)

### An interested bidder requiring any clarification in the tender may send the query through email only at Shimpa.kalra@giz.de as per the given timeline.

### Personal/telephonic/telefax contact on the subject of this tender will not be entertained and must be refrained

### Cost incurred towards submitting the bids will in any case not be reimbursed/paid by GIZ

## Submission of Bids:

### Single Envelop system will be followed. Both technical and financial bids shall be enclosed in a common envelop and submitted to GIZ as per the instructions mentioned in this tender.

### One bidder / members of the consortia can submit one bid only.

### The bids shall be complete in all respect and the bidder shall submit all the relevant documents as described under this tender. If required, GIZ may solicit in writing further information from the bidder.

### The complete techno-commercial bid must be submitted in one big sized sealed envelope only marked with “Bid Offer Against Tender Number “91135053*”* and shall be sent to:

### The Head of Procurement,

### GIZ Office, 46, Paschimi Marg

### Vasant Vihar, New Delhi – 110 057

### The bids received after due Date and Time or in unsealed or incomplete shape or bids submitted by Fax or by Electronic Mail will be summarily rejected.

### The bids should reach to the office of GIZ at aforementioned address on or before the closing date 30.11.2019. GIZ will not be liable or responsible for postal/courier delay, if any

### A bid once submitted shall not be permitted to be altered or amended.

## Price Submission

### The price quoted should be inclusive of taxes (GST), Freight, transit insurance, loading / unloading, and any such other levies/ taxes that may be applicable by appropriate authority towards delivery of material at project site specified in the scope of work of this tender document

### The tax rates should be clearly mentioned on the Price Sheet (Annexure – 5)

### If no mention is made regarding taxes in the price bid, it will be presumed that your rate is inclusive of taxes

### The rate should be quoted in the prescribed form as per Annexure – 5. If the rates are not quoted as per the Annexure – 5, the tender will be liable to be rejected summarily

### Price towards insurance and other cost should be clearly indicated. Please write NIL or inclusive, as applicable. Please DO NOT leave any column blank in the price sheet.

## Opening of Bids

### Bids will be opened on the next working day of last date of submission of bids by the GIZ Tender Committee (GTC).

### There will be no public opening of the bids.

## Evaluation of Tenders

### The technical bids shall be evaluated following the criteria as specified under Section 3.1 and documents submitted as per Annexure 4.

### In case GIZ requires further clarification from the bidders, the same shall be solicited in writing and the bidders shall furnish such information within two (2) working days from the date of such communication.

### GIZ will examine the bids to determine whether they are complete, whether the documents have been properly signed, and whether the bids are substantially responsive in confirming to all terms and conditions of the bidding documents without material, quantity and quality deviations.

### A bid determined as substantially non-responsive will be rejected by GIZ and may not subsequently be made responsive by the bidder by correction of the non-conformity.

### The evaluation of a bid by GIZ will exclude and not take into account any allowance for price adjustment provided in the bid.

### The evaluation of a bid by the GIZ will take into account, in addition to the price bid, all relevant factors such as compliance with the following:

#### Technical specification

#### Acceptance to deliver the material at Project Site

#### All further conditions mentioned in the bidding documents

#### Delivery schedule offered in the bid

## Award of Contract

### GIZ reserves the right to split the complete order into different bidders

### GIZ shall issue the letter of award(s) to the declared successful bidder(s) for undertaking the scope of work elaborated in the relevant sections of this tender document.

### The selected bidder shall have to sign a Non-Disclosure agreement with GIZ.

## Acceptance of Bid

### The final acceptance of bid, waiver of any formalities thereof, is entirely vested with GIZ, who reserves the right to accept or reject any or all of the bid in full or in part

### GIZ would issue the letter of award only to the successful bidder.

### GIZ will not share the evaluation result with any of the bidder. Bidders shall be informed on their request about the reasons why they were not successful. Such information shall be limited and categorized under following:

#### Technically not acceptable

#### Higher price

#### Incomplete bid

### After acceptance of the bid, the bidder shall have no right to withdraw/modify its bid.

### GIZ at its discretion may call for any additional clarification(s), document(s) from any or all the bidders during the process of evaluation of bids in short notice.

# General Conditions

## Project Site

### The project site(s) shall mean individual location of Anna University, premises for installation of Arc GIS Desktop software at Chennai.

## Completion Period

### The bidder(s), after receipt of award of contract, shall execute the work with good workmanship.

### The completion period for the entire work shall be 60 days after the award of contract. The work as specified under the award of contract shall be binding on the bidder. GIZ reserves the right to extend the timeline only under special circumstances with valid and acceptable justification.

## Delivery Schedule

### The bidder shall provide the delivery schedule as per Annexure – 6

## Inspection & Testing

### GIZ reserves the right to inspect the material procured by the bidder for installation of Arc GIS Desktop software at the Anna University Climate Studio premises. Bidder shall be required to inform GIZ at least five (5) days in advance from initiating the installation of Arc GIS Desktop software. The Assembly, Testing & Commissioning of the Arc GIS Desktop software system shall be initiated once the material is approved by GIZ or any expert appointed on its behalf.

### The bidder shall then undertake the installation of Arc GIS Desktop software system at Anna University premises and shall communicate to the designated officer of GIZ the probable date for inspection. GIZ shall undertake inspection & testing of the Arc GIS Desktop software with regard to the specifications as provided to the bidders in Annexure 3.3.

### During the inspection & testing if the Arc GIS Desktop software system is not found as per the provided specifications, the bidder shall rectify the shortcomings and shall again communicate to the designated officer of GIZ the probable date for inspection. GIZ shall undertake inspection & testing of the Arc GIS Desktop software system with regard to the specifications as provided to the bidders. During such event, GIZ shall not be liable to compensate any additional cost incurred by the bidder and also the bidder shall not be permitted to deviate from the schedule it has proposed at the time of submitting the bid. A maximum of two attempts shall be provided for inspection and testing.

### 4.4.5 In case the system is not clearing tests and inspection after 2 attempts, the contract with the bidder shall be cancelled. Upon handover of all material of the Arc GIS Desktop software system developed to GIZ, only 50% of the cost of Arc GIS Desktop software system as quoted by the successful bidder shall be provided. The second successful bidder may be asked by GIZ for Arc GIS Desktop software system with the same conditions as provided to the first bidder.

### Once the testing of Arc GIS Desktop software system is found satisfactory by GIZ or an expert appointed by GIZ, the bidder shall be communicated to initiate the Arc GIS Desktop software system. The bidder shall note that GIZ reserves the right to undertake independent inspection with regard to quality and dimensions/specifications of the Arc GIS Desktop software system at any time at the bidder’s premises.

### The bidder in no way is relieved from any obligation of this tender.

## Liquidated Damages and Termination of Contract

### Except because of force majeure, if the bidder fails to perform the scope of work, to the satisfaction of GIZ, within the time period specified in the delivery schedule or within the extended time period if any, GIZ shall without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damage, a sum equivalent to 1% of the price of the un-performed work/ services for each week of delay until actual completion of work, up to a maximum deduction of 10%. Once the maximum is reached GIZ may consider termination of the contract.

## Force Majeure

### Force Majeure Events shall include the following events to the extent they satisfy the foregoing requirements:

* natural disasters, including but not limited to lightning, earthquake, volcanic eruption, landslide, flood, cyclone, typhoon, tornado
* any act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, revolution, riot, insurrection, terrorist or military action
* any requirement, action or omission to act pursuant to any judgment or order of any court or judicial authority or Statutory Entity in India of any Law or any of their respective obligations under this Agreement
* expropriation and/or compulsory acquisition of the Project in whole or in part by any Government or Statutory Entity
* radioactive contamination or ionising radiation originating from a source in India or resulting from another Force Majeure Event excluding circumstances where the source or cause of contamination or radiation is brought or has been brought into or near the Project Site by the Affected Party or those employed or engaged by the Affected Party
* industry wide strikes and labour disturbances having a nationwide impact in India

### Force Majeure Event shall not include the following conditions, except to the extent that they are consequences of a Force Majeure Event:

* unavailability, late delivery or change in cost of steel, equipment, materials, spares parts or consumables in local market
* delay in performance of any contractor or sub-contractor or their agents
* non-performance resulting from normal wear and tear of plant, materials or equipment at the bidders facility
* strike or labour disturbances at the facilities of the bidder
* insufficiency of finances or funds or the agreement becoming onerous to perform
* non-performance caused by, or concerned with, the bidder negligent and
* intentional acts, errors or omissions
* failure to comply with Law, or
* breach of, or default under this Agreement.

## Delivery of Material

### The Bidder should note that it has to furnish and agree with GIZ, the delivery of the material at the project site (Annexure – 6)

### The Arc GIS Desktop software system to be delivered must be coordinated with GIZ before the dispatch from the workshop to the consumer site.

## Payment Terms

### 30% of bid price for Arc GIS Desktop software system shall be paid as advance after signing the purchase order.

### Balance amount shall be paid after successful installation of the Arc GIS Desktop software system at the consumer site.

## Miscellaneous

### At any time prior to the submission of bid, GIZ for any reason whatsoever, whether at its own motion or in response to the clarification to the prospective bidder may amend the conditions of the bid document through announcement of a notice. The responses to the clarifications of the bidders, if any, shall be made available at the www.tendernews.com. The bidders are advised to visit the aforementioned website to get the responses for their queries

### In case the amendment is notified after the submission of bids, the financial bids of the bidders shall be returned in the sealed condition through registered post or courier service for getting the revised offers according to the amendment in the terms and conditions

### The bidder in no circumstances transfer its obligation or sublet the work to any other party without prior consent of GIZ

### The bidder must refer to general terms and conditions of GIZ

# Annexure 1: Specifications for Arc GIS Desktop software system

**Arc GIS Desktop software SPECIFICATION**

Software:

|  |  |  |
| --- | --- | --- |
| **1** | Arc GIS Desktop software | ARC GIS Desktop Advanced Version 10.6 (ArcGIS Pro and ArcMap) with 10 extensions – 15 user pack  (3D Analyst, Data Interoperability, Data Reviewer, Geostatistical Analyst, Network Analyst, Publisher, Schematics, Spatial Analyst, Tracking Analyst, Workflow Manager) |

|  |
| --- |
| ***Declaration by the bidder:***  *I/ We hereby confirm that all the specification given above has been properly understood and agree to supply the* Arc GIS Desktop software *conforming to the required standard / specification.*  (Signature of Bidder)  Seal/ Stamp and Date: |

# Annexure 2: Covering letter

**Covering Letter**

**(To be submitted along with the Proposal/bid on company’s Letter Head)**

M/s …..……………………………………..

…………………………………………

…………………………………………

…………………………………………

…………………………………………

To,

The Head of Procurement

GIZ Office, 46, Paschimi Marg

Vasant Vihar, New Delhi – 110 057

**Subject:** Offer in response to Bid No. 91135053 (Procurement of Arc GIS Desktop software for Climate Studio lab at Anna University)

Dear Sir/ Madam,

I/We the undersigned hereby offer to execute the scope of work and accordingly submit our offer in full compliance with terms & conditions of the bid.

The bid is being submitted as per the instructions mentioned in the tender documents.

(Signature of Bidder)

|  |  |
| --- | --- |
| Name of the Contact Person |  |
| Mobile Number |  |
| Email Id |  |
| Land line Number, if any |  |
| Office address |  |

# Annexure 3: Declaration by the bidder

**Declaration by the bidder (to be submitted along with the bid)**

I/We the undersigned (herein after referred to as manufacturer) having fully understood the nature of the work and having carefully noted design, specification, terms and conditions, etc. as mentioned in the bid document do hereby declare that,

1. All the requirements of the bid document have been understood properly and accordingly agree with all provisions of the bid document and accept all risks, responsibilities and obligations directly or indirectly connected with the performance of the bid.
2. All the relevant information with regard to proper execution of the proposed work have been understood, with respect to the proposed specifications, its intended end use, availability of required materials and labour etc.
3. Are capable of executing and completing the work as required in the bid and is financially sound to execute the scope of work as per the work execution schedule. We have sufficient experience and are competent enough to perform the contract up to the satisfaction of GIZ. We also give the assurance to execute the scope of work as per the specifications, terms and conditions on award of order.
4. We have no collusion with other bidders, any employee of GIZ or team engaged in executing the scope of work.
5. We have not been influenced by any statement or promises by any employee of GIZ or anyone from the team engaged by GIZ but only by the bid document.
6. We are familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipal, District, State and Central Government that may affect the work, its performance or personnel employed therein.
7. We have never been debarred to undertake similar work by any Government undertaking/department.
8. The submitted offer shall remain valid for acceptance for 60 days from the last date of submission of bid.
9. All the information and the statements submitted with the bid are true to the best of knowledge.

(Signature of Bidder)

Name:

Seal/Stamp:

Date:

# Annexure 4: Document Submission

**Annexure – 4: Document Submission**

1. **Checklist**

Bidder should confirm that following documents has been submitted along with the bid.

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No** | **Documents** | **Yes** | **No** |
|  | Covering letter as per prescribed format (Annexure 2) |  |  |
|  | Declaration on Company’s letter head with complete contact details as per prescribed format (Annexure3) |  |  |
|  | Agreement of Technical Specification (Annexure 1) *Signed and stamped* |  |  |
|  | Price bid as per prescribed format (Annexure 5) |  |  |
|  | Delivery Schedule: Total time frame required for Procurement, Assembly, Testing & Commissioning of Arc GIS Desktop software for Climate Studio lab at Anna University.  (Annexure 6) |  |  |
|  | Filled checklist (Annexure 4) |  |  |
|  | Further documents required as per section 2 below |  |  |

1. **Bidders to provide following information and need to attach documentary evidence in support of each of them**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **Description** | **Relevant document to be submitted** | **Documents Submitted** | |
| **Yes** | **No** |
|  | Minimum experience of 02 years years in Procurement, Assembly, Testing & Commissioning of Arc GIS Desktop software | * Certificate of Incorporation or any other document for registration or partnership deed * 2 or more years old Purchase orders / Work contracts / commissioning certificates of years in Procurement, Assembly, Testing & Commissioning of Arc GIS Desktop software Facility in the name of the bidder |  |  |
|  | Annual turnover of at least 100% of the quoted amount in the last two financial years. | Copy of audited statement by CA. |  |  |
|  | It should possess the documents showing registration e.g. GST, PAN, etc. Self-attested copy of the documents should be furnished by the bidder along with the bid. | Copy of Pan card  Copy of GST number |  |  |

Signature of the bidder

Name:

Seal / Stamp

# Annexure 5: Price bid submission

|  |  |  |
| --- | --- | --- |
| **Specification** | **Price Per User** | **Price for 15 Users** |
| ARC GIS Desktop Advanced Version 10.6 (ArcGIS Pro and ArcMap) with 10 extensions – 15 user pack  (3D Analyst, Data Interoperability, Data Reviewer, Geostatistical Analyst, Network Analyst, Publisher, Schematics, Spatial Analyst, Tracking Analyst, Workflow Manager) |  |  |
| **GST @ ……………** |  |  |
| **Installation Charges** |  |  |
| **Any Other Charges, if any (pls define) ………………** |  |  |
| **Warranty/Guarantee** |  | |
| **Delivery Period** |  | |

* IF THE SUPPLIER CLAIM TO BE THE SOLE PROPRIETOR, THEN A DOCUMENT OF PROPRIETORSHIP SHOULD BE ATTACHED WITH THE PRICE PROPOSAL.
* ALL THE DOCUMENTS SHOULD BE DULY SIGNED AND STAMPED.
* IN CASE OF ANY FRAUDULENT SUPPLY, GIZ RESERVES THE RIGHT TO PENALIZE THE COMPANY.
* ANY ADDITIONAL INFORMATION OR NON ACCEPTANCE TO ANY OF THE GIZ TENDER CONDITIONS, PLEASE SUBMIT THE SAME ON YOUR COMPANY’S LETTER HEAD DULY SIGNED AND STAMPED.

Supplier stamp & sign

Date:

# Annexure 6: Delivery Schedule

**Overview**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No** | **Description** | **Expected Plan (GIZ)** | **Plan Proposed by the bidder** |
|  | **Date of Purchase Order / Award of Contract** | **D0 (Day 0)** |  |
|  | **Complete Delivery of** High Performance Computing Facility **successfully installed at project site** | **D0 + 60 days** |  |

**Detailed Schedule**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No** | **Tentative Delivery Schedule** | **Expected Plan (GIZ)** | **Plan Proposed by the bidder** |
|  | **Procurement and inspection of material** | **D0 + 15 days** |  |
|  | **Assembly of** High Performance Computing Facility | **D0 + 45 days** |  |
|  | **Testing of** High Performance Computing Facility | **D0 + 50 days** |  |
|  | **Final installation and handover of High Performance Computing Facility in full working condition to GIZ.** | **D0 + 60 days** |  |

Name of the Supplier:

Signature & Stamp

Date