

Date :-12/02/2019

## **COMMON SET OF DEVIATION**

Pre bid meeting for the following work held on 11/02/2019 at 3:00 pm in the office of Deputy Director PCMC Pimpri- 18

(Tender No :- **(TENDER NO. Engg/HO/86/1/2018-19)**)

**Name of Work - Request for proposal for "Empanelment of Survey Consultant For Doing Various Types of Survey Works for Town Planning Department of Pimpri Chinchwad Municipal Corporation Pimpri".**

Following bidders were present for the pre bid meeting

- 1) SUNCON Engineers Pvt. Ltd. Infrastructure Development Consultants.
- 2) H.T.JADHAV & ASSOCIATES Consulting Engineers & Contractors
- 3) Manoj Pralhad Bhavsar Engineers, Govt. Contractors

All tender conditions were explained to the bidder who were present for the pre bid meeting held at Deputy Director office. Written clarification is attached with this letter. Bidders are requested to read the pre bid meeting clarification carefully, and submit the tender accordingly.

It is part and parcel of the tender document .

**Sd/-**

**Deputy Director**  
Town Planning Dept.  
PCMC Pimpri- 18

- Copy to :-
- 1). SUNCON Engineers Pvt. Ltd. Infrastructure Development Consultants.
  - 2). H.T.JADHAV & ASSOCIATES Consulting Engineers & Contractors
  - 3). Manoj Pralhad Bhavsar Engineers, Govt. Contractors

**PIMPRI CHINCHWAD MUNICIPAL CORPORATION, PIMPRI**

**NAME OF WORK –Request for proposal for "Empanelment of Survey Consultant For Doing Various Types of Survey Works for Town Planning Department of Pimpri Chinchwad Municipal Corporation Pimpri".**

**Tender Notice No. Engg/HO/86/1/2018-19**

**PRE BID MEETING HELD ON DATE 11/02/2019 AT 3.00 pm  
COMMON SET OF DEVIATION**

SUNCON Engineers Pvt. Ltd. Infrastructure Development Consultants.			
Sr. No.	Points	Suggestion/Comment by bidder	Explanation
1	1.5 - Principal Consultant:- Founder member of the firm may either partner/proprietor/ director, having minimum education qualification of bachelor's degree in Civil Engineering from institute approved by AICTE, with 5 years' experience in providing survey consultancy services.	Director with B.E. (Civil) with 5 years' experience or Diploma in Civil Engineering with 25 Years' Experience.	Point 1.5 should be read as Principal Consultant:- Founder member of the firm may either partner/proprietor/ director, having minimum education qualification of bachelor's degree in Civil Engineering from institute approved by AICTE with 5 years' or Diploma in Civil Engineering from institute approved by AICTE with 10 Years' experience in providing survey consultancy services.
	3.10.4 - Principal Consultant:- Should be Founder member of the bidder firm, may be proprietor or any one partner/director, should be at least B.E. (Civil) of recognized institute approved by AICTE, with 5 year's experiesce in providing Survey Consultancy services. Successful consultant will have register the Engineer's License of Pimpri Chinchwad Municipal Corporation.	Director with B.E. (Civil) with 5 years' experience or Diploma in Civil Engineering with 25 Years' Experience.	Point 3.10.4 should be read as Principal Consultant:- Founder member of the firm may either partner/proprietor/ director, having minimum education qualification of bachelor's degree in Civil Engineering from institute approved by AICTE with 5 years' or Diploma in Civil Engineering from institute approved by AICTE with 10 Years' experience in providing survey consultancy

			services. Successful consultant will have register the Engineer's License of Pimpri Chinchwad Municipal Corporation.
<b>H.T.JADHAV &amp; ASSOCIATES Consulting Engineers &amp; Contractors</b>			
		i) When we are submitting the IT returns of Five years and CA certificate, the condition no. 14 of submitting the bank statement should be relaxed.	8 Annexure B -14 Deleted
		ii) Empanelment is for Three or Five years - page no. 13 & all relevant pages.	Page 13 Point 4 – Detail Scope of Work should be read as The selected Empanelled Survey Consultant under this RFP, shall have to the various types of survey work as per Item number one to six described as follows with detailed specifications & scope of work during each financial year for Three years as per directives given by officer incharge .
			Page 17 Point B – work procedure for this contract- f should be read as The consultant will be appointed for three year from the date of work order of contract is issue.
		iii) Condition of submitting ST returns should be relaxed.	As per RFP
		iv) Private survey work should be consider.	As per RFP
<b>Manoj Pralhad Bhavsar Engineers, Govt. Contractors</b>			
		i) Sub Contract Survey work from Major Contractor done for PWD- GOM/Any Semi - Govt. Body, Private work From	As per RFP

		Architect/Consultant, should be consider.													
		ii) When we are submitting the IT returns of Five years and CA certificate, the condition no. 14 of submitting the bank statement should be relaxed.	8 Annexure B -14 Deleted												
	PCMC Point		Page No. 4-1. Definations , 5- should be read as Principal Consultant- Founder member of the firm may either partner/proprietor/ director, having minimum education qualification of bachelor's degree in Civil Engineering from institute approved by AICTE with 5 years' or Diploma in Civil Engineering from institute approved by AICTE with 10 Years' experience in providing survey consultancy services.												
			Page No. 35 -12 <b>ANNEXURE F</b> <b>Minimum Expert Required in for the Project</b> (To be submitted along with technical bid on letter head )should be read as <table border="1" data-bbox="1312 925 1869 1250"> <thead> <tr> <th>Sr. No</th> <th>Expert Title</th> <th>Education al Qualificati on</th> <th>Skills &amp; Task Assig ned</th> <th>Mi ni mu m Ex</th> <th>Requ ired Nos.</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Princi pal Consu ltant</td> <td>Bachelor of Civil Engineerin g</td> <td>Sound knowle dge of all types of surve</td> <td>At lea st 5 ye ars'</td> <td>1</td> </tr> </tbody> </table>	Sr. No	Expert Title	Education al Qualificati on	Skills & Task Assig ned	Mi ni mu m Ex	Requ ired Nos.	1	Princi pal Consu ltant	Bachelor of Civil Engineerin g	Sound knowle dge of all types of surve	At lea st 5 ye ars'	1
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				Princip al Consu ltant	Diploma In Civil Engineer ing	Sound knowle dge of all types of surve	At least 10 year s'	1
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**Date of Submission of tender is as on 18 /02 /2019 up to 3.00 P.M. It is Part and Parcel of the tender Document.**

Sd/-

**Deputy Director**

Pimpri Chinchwad Municipal Corporation  
Pimpri, Pune – 411018.



**PIMPRI CHINCHWAD MUNICIPAL CORPORATION**

**Town Planning Department**

Mumbai-Pune Road, Pimpri-411 018.

**E-Tender Request for Proposal Notice No. Engg/HO/86/1/ 2018-19.**

**Name of work: - Empanelment of "Survey Consultant" for doing Survey Work of  
Town Planning Department of Pimpri Chinchwad Municipal Corporation, Pimpri.**

The Commissioner of Pimpri Chinchwad Municipal Corporation invites E-Tender from reputed consultants/Firms, for Empanelment of "Survey consultant" to PCMC having experience of 5 years or more, in providing Survey Consultancy Services.

1. This empanelment is valid for a period of **three Year** from the date of empanelment or till new empanelment is done, whichever is later.
2. The detailed tender notice with Scope of work, Conditions of contract and Manner of Submission etc. for the said work will be available on the website **www.mahatenders.gov.in** from DT. 04/02/2019 to 18/02/2019 up to 15.00hrs.
3. Pre-Bid Meeting to be held on DT. 11/02/2019 @ 3.00pm in the office of Deputy Director, Town Planning Department, PCMC, Mumbai-Pune Road, Pimpri-411 018.
4. The interested consultants are requested to submit their proposal online on said website and one hard copy of technical proposal in office of Deputy Director, Town Planning Department, Pimpri Chinchwad Municipal Corporation, Mumbai-Pune Road, Pimpri-411 018. up to 18/02/2019 up to 15.00 hrs.
5. The Proposal Opening will be done on Dt. 21/02/2019 @ 15.00pm if possible.
6. The Undersigned reserves the rights to accept or reject any or all offers without assigning any reason thereto.

**Sd/-**

**Deputy Director of Town Planning  
Pimpri Chinchwad Municipal Corporation  
Pimpri**







**Pimpri Chinchwad Municipal Corporation**

**Tender Notice No: Engg/HO/86/1/ 2018-19**

**Request for Proposal**

**FOR**

**Empanelment of Survey Consultant For Doing Various Types of Survey Works  
for Town Planning Department of Pimpri Chinchwad Municipal Corporation,  
Pimpri.**

**Deputy Director of Town Planning  
Town Planning Department  
Pimpri Chinchwad Municipal Corporation  
Pimpri**

**PIMPRI CHINCHWAD MUNICIPAL CORPORATION**

**Town Planning Department**

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**Deputy Director of Town Planning  
Pimpri Chinchwad Municipal Corporation  
Pimpri**

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## 1. DEFINITIONS

1. **PCMC** shall mean **Pimpri Chinchwad Municipal Corporation** the issuing authority of this tender for “Survey Consultant”.
2. **RFP** shall mean this Request for Proposal for Empanelment of “Survey Consultant” for doing various types of survey work as per detailed scope of work for Town Planning Department for Pimpri Chinchwad Municipal Corporation.
3. **The Project** shall mean doing various types of Survey work, Demarcation and all other Allied Works of Town Planning Department of Pimpri Chinchwad Municipal Corporation as per detailed scope of work within PCMC limit.
4. **“Survey Consultant”** shall mean the **Consultant** finalized by this RFP for doing various types of Survey work, Demarcation and all other Allied Works of Town Planning Department of Pimpri Chinchwad Municipal Corporation (The Project).
5. **Principal Consultant** :- founder member of the firm may either partner/proprietor/director, having minimum educational qualification of bachelor’s degree in Civil Engineering from institute approved by AICTE, with 5 year’s experience in providing survey consultancy services.
6. **Agreement** shall mean the terms and detailed conditions of the contract between consultant and PCMC for execution of the project work under this RFP document.
7. **Bid/Proposal** shall mean a proposal submitted by the Bidder in response to this RFP Document.
8. **Bidder** shall mean an firm registered under the Indian Partnership Act or Proprietary firm Register as Engineer to any corporation, who has shown its intension for to this RFP
9. **Bidding Company**:- If the RFP for the Project is submitted by a single Business Entity, it shall be referred to as the “Bidding Company”.
10. **Bid Security/ EMD** shall have a meaning as referred Clause of detailed tender.
11. **Bid Validity Period** shall mean a period of not less than 120 days from the last date for submission of the Proposal.
12. **TP** shall mean “Town Planning Department” of PCMC Pimpri Chinchwad.
13. **DP** shall mean Development Plan of PCMC sanctioned by Government.
14. **SSR** means State Schedule of Rates published every year by Public Works Department of Government of Maharashtra
15. **Successful Bidder** shall mean the Bidder who meets the following requirements
  - a) Bidder who fulfills all the Eligibility criteria and
  - b) Scored minimum 80 marks in selection process for empanelment of “Survey Consultant”.

## **2. Disclaimer**

- 1) The Commissioner of Pimpri Chinchwad Municipal Corporation invites E-Tender from reputed Survey Consultants / Firms having experience of 5 years or more, for Empanelment of "Survey consultant" to PCMC for employing their Survey Consultancy Services for various survey works of Town Planning Department of Pimpri Chinchwad Municipal Corporation.
  - a) Applications are invited from practicing Civil Engineering Survey Consultant and firms specialized in the field of Survey, to form a panel of Survey Consultants. An empanelled consultant shall be eligible to be appointed for doing various types of Survey works of Town Planning Department, PCMC. The works include Carrying of detailed topographic survey in PCMC area by using total station with required details as per detailed scope of work and preparing drawing as per sanctioned DP of PCMC for fixing boundaries of DP roads, Reservations, Nalla, any other boundaries as directed by engineer in charge...etc, Level survey fixing flood line boundaries, Demarcation of the boundaries by concrete stones, providing additional prints of drawings, establishing ground control points (GCP) with respect to GPS by DGPS survey instrument to establish global co-ordinate system in PCMC area, super-imposing the survey and other data to Google image etc completed as per detailed scope of work.
  - b) Detailed conditions of contract between the PCMC and the Consultant, including duties to be performed is given in Chapter number 6 and remuneration for various types of works is given in Chapter number 5.
  - c) The application shall be made in the format prescribed in Annexure C and declaration as given in Annexure D. If the space provided in the proforma is insufficient for giving full details, separate sheets may be submitted by consultant on his letter head.
  - d) The application form and all related papers shall be signed by Proprietor / Director / Partner or any authorized person on behalf of the firm holding a power of attorney to do so. All pages of the RFP shall be signed and uploaded along with technical bid on line only, as a token of acceptance of terms and condition mentioned in this RFP.
  - e) The applicant shall ensure that complete information is provided along with the application form.
  - f) The RFP complete in all respects with experience certificate, CA certificate and all supporting documents as per check list given as per Annexure B, shall be submitted on line in technical bid within time prescribed. The applications received after the stipulated time or after the due date or incomplete in any respect are liable to be rejected.

- g) PCMC reserves the right to modify any of the terms of Request for Proposal at any time at its sole discretion and the same will be uploaded as common set of deviation (CSD) on the website [www.mahatenders.gov.in](http://www.mahatenders.gov.in) before the last date of submission. The applicants may therefore remain updated about the same and PCMC shall not be responsible for such information not being downloaded and submitted along with application or noted and taken into account by the applicant.
- h) Pimpri Chinchwad Municipal Corporation (PCMC) has taken adequate care in the preparation of the Request for Proposal (RFP). Nevertheless the Bidder should satisfy itself that the RFP is complete in all respects. Intimation of any discrepancy shall be given to this office immediately in writing. If no intimation is received by this office, from any Bidder up to the pre-bid meeting from the date of issue of this document, it shall be considered that the issued document is complete in all respects and has been received by the Bidder.
- i) Neither PCMC, nor its employees, Consultant/bidder, advisors accept any liability or responsibility for the accuracy or completeness of, nor make any representation or warranty - express or implied, with respect to the information contained in the RFP, or on which the RFP is based, or any other information or representations supplied or made in connection with the selection process.
- j) Neither PCMC nor its employees or Consultant/bidder will have any liability to any Bidder or any other person under any law, statute, rules or regulations or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with any information contained in this RFP, any matter deemed to form part of this RFP, the award of the work, the information and any other information supplied by or on behalf of PCMC or their employees, any Consultant/bidder or otherwise arising in any way from the selection process for "Survey Consultant" for doing survey work of PCMC .
- k) Nothing in the RFP is, or should be relied on, as a promise or representation as to the future. In furnishing the RFP, neither PCMC, nor its employees, advisors undertake to provide the recipient with access to any additional information or to update the RFP or to correct any perceived inaccuracies therein.
- l) PCMC or its authorized officers reserve the right, without prior

notice, to change the procedure for the selection of the Successful Bidder or terminate discussions and the delivery of information at any time before the signing of any agreement for the Project/Assignment of doing survey work for PCMC, without assigning reasons thereof.

- m) PCMC reserves the right to reject any or all of the Bids submitted in response to this RFP at any stage without assigning any reasons whatsoever.
- n) PCMC reserves the right to change any or all of the provisions of the RFP. Such changes will be published on line.
- o) PCMC reserves the right to change, modify, add to or alter the selection process including of evaluation criteria. Any change in the selection process shall be published on line.

**2) Evaluation Criteria :**

- a) Consultants shall be selected on the basis of their technical and financial competence and past works Experience. Work done in last 5 years, Turn over in last five years. Evaluation is done by PCMC.
- b) Marking system as part of the evaluation criteria shall be as described in Annexure A. the consultant who secures **minimum 80 marks** and having experience for the required work, financial eligibility will be considered for empanelment.
- c) The consultant securing **minimum 80 marks** and having ability and competence of the applicant to render required services within the specified time frame shall be a major factor while deciding the empanelment of Consultants.
- d) Applications submitted may be evaluated by any person or a team of technical experts / tender committee at the discretion of PCMC. The applicants may be asked to further explanation or clarify areas of their proposals in writing, submit requisite documents during the evaluation process.
- e) Scanned copies of all relevant documents are submitted along with the RFP in technical bid. The bidder has to show original documents on demand by competent authority for scrutiny purpose.

**3) Additional Information :**

- a) PCMC reserves the right to accept or reject any or all applications for empanelment for any reason at any time. Decision of PCMC regarding selection / rejection for empanelment will be final and binding to all

bidders and no further correspondence will be entertained. The empanelled Consultants will be informed by post / e-mail.

- b) If information or a detail furnished by an empanelled survey consultant is found to be false at any time in future or the PCMC realizes any withheld information at a later date or if consultant do any fraudulent practices during the execution of this project, then a show cause notice will be issued to the empanelled Consultant. After receiving the answer in writing, after hearing him, after thorough investigation if PCMC comes to conclusion that the consultant is at fault, then a report is put up to commissioner about the facts and cancelation of the appointment of empanel consultant. After approval from commissioner, his empanelment will be cancelled immediately.
- c) The submission and receipt of applications does not obligate PCMC in any way. PCMC shall not be liable for any costs incurred by the applicants in the preparation, submission, presentation or any other aspect of the RFP.
- d) The applicant shall authorize PCMC to approach its clients to verify its general reputation and competence.
- e) RFP documents shall be submitted as per the schedule published in RFP notice. Late RFP document or telegraphic / email RFP shall not be accepted.
- f) The submitted RFP documents shall be opened on the specified date and time. At the time of opening of RFP documents, the consultants / their authorized representatives may remain present. If it is observed that a consultant has not submitted a required document with RFP, then his application will be liable for rejection
- g) Any change in the date and time of submission / opening as specified in the RFP notice, shall be displayed on the website of PCMC.
- h) Information furnished to the PCMC shall be kept strictly confidential. Information relating to the examination, clarification, evaluation and comparison of proposals and recommendations for empanelment shall not be disclosed to a Consultant or any other person not officially concerned with such process, until empanelment of consultants has been announced. Any effort by a consultant to influence the PCMC's processing of proposals or award decisions may result in the rejection and disqualification of his / her proposal.
- i) It will be mandatory for the consultant to submit signed RFP documents to PCMC. All the documents attached with RFP shall be self-attested photo copies. At the time of evaluation of a proposal, the



PCMC may ask for originals for verification of the documents whose photo copies have been submitted.

- j) Different types of survey work will be allotted to Empanelled Survey Consultant as per requirement of Town Planning Department of PCMC Distribution of various works amongst all the empanelled consultant shall be solely at the discretion of the PCMC. Any complaints regarding allotment of work shall not be entertained and such consultants removed from the panel.
- k) The appoint letter of “Empanelment as Survey Consultant” to PCMC will be issued by Deputy Director-Town Planning Department after entering into the agreement with PCMC as per detailed tender conditions of this RFP.
- l) After the selection of empanelled consultant, the estimate is prepared according to DSR/ Rate analysis as mentioned in the chapter 5- scale of fees, for lumpsum required quantities. Then administrative approval will be taken from commissioner and financial approval will be taken from competent authority i.e. Standing Committee of PCMC.
- m) The payment to Empanelled Survey Consultant will be made according to DSR rate/ Rate analysis as mentioned in this RFP.

**Deputy Director of Town Planning  
Pimpri Chinchwad Municipal Corporation  
Pimpri.**

**3. Detailed Request for Proposal No. Engg/HO/86/1/ 2018-19**

**Pimpri Chinchwad Municipal Corporation invites Request for Proposal for Empanelment of Survey consultant for doing various types of survey works in PCMC area.**

- 1. Name of work:** Request for proposal for Empanelment of **Consultant** for doing various types of survey work for Town Planning Department of PCMC.
- 2. Time Limit:** For 3 years (three years).
- 3. Earnest Money:** **Rs. 1, 00,000/-**  
EMD will be accepted through net banking online only.
- 4. Date of Issue of Blank Tender Documents** RFP form available online for purchase on website.  
**[www.mahatenders.gov.in](http://www.mahatenders.gov.in)**  
from dt.04/02/2019 to dt. 18/02/2019 up to 15.00 hrs.
- 5. Cost of blank Tender document** Bidding document may be purchased / downloaded online from **[www.mahatenders.gov.in](http://www.mahatenders.gov.in)** for fee of **Rs. 5000 /-** through Net banking. Cost of tender documents is non-refundable.
- 6 Pre-bid Meeting** Pre-bid Meeting to be held on dt. 11/02/2019 @ 3.00 pm in the office of Hon'ble Deputy Director, Town Planning Department, PCMC, Mumbai-Pune road, Pimpri.
- 7 Date of Submission** The bids shall be submitted online through E- tender system on **[www.mahatenders.gov.in](http://www.mahatenders.gov.in)** on or before dt.18/02/2019 up to 15.00 hrs.
- 8 Date of opening** Received RFP will be opened for qualification & selection of bidders as per eligibility criteria mentioned in **clause 10 below and Annexure-A** of detailed RFP on dt.21/02/2019 at 15.00hrs If possible, in the office of Deputy Director, Pimpri Chinchwad Municipal Corporation, Mumbai-Pune road, Pimpri
- 9 Validity of offer** The offer shall remain open for one hundred and twenty (120) days from the date of submission of RFP or

thereafter till consultant withdraws his offer.

**10 Eligibility of Consultant:** The tenderer must have eligibility in term of work experience and financial capacity as follows.

1. The consultant/bidder should have Five year experience of providing similar type of survey consultancy services to any Municipal Corporation, Municipal Council, PWD, B & C. irrigation or any other dept. of Govt. of Maharashtra.
2. Bidding Consultant must be recognized by IT Pan card, Service tax / GST number since last five years. ST / GST Registration certificates & pan card must be uploaded along with the technical bid.
3. Minimum Annual average turnover of last five financial year of bidding consultant / firm should not be less than Rs. 50 Lakhs from survey consultancy work. Work Certificate, IT Returns, ST / GST returns of last five financial years, CA certificate as per annexure -H must be submitted.
4. Principal Consultant: - should be Founder member of the bidder firm, may be proprietor or any one partner/director, should be at least B.E (Civil) of recognized institute approved by AICTE, with 5 year's experience in providing Survey Consultancy services. Successful consultant will have register the Engineer's License of Pimpri Chinchwad municipal Corporation.

**11 Joint Venture**

No Joint Venture / consortium of firms will be allowed.

**12 Method of Submission**

**a) Technical bid:-**

The Bidder who desires to submit his application for this RFP are required to submit their offers online on web site [www.mahatenders.gov.in](http://www.mahatenders.gov.in). The bidder should submit their all the relevant required documents on line by uploading as per check list in

**Annexure-B** and Hard copy of RFP should be submitted to TP-PCMC up to last date of submission.

- b) Commissioner Pimpri Chinchwad Municipal Corporation reserves full rights to reject any or all RFP without assigning any reason and his decision in all respect shall be final and binding on bidder.

**Deputy Director of Town Planning  
Pimpri Chinchwad Municipal Corporation  
Pimpri**

#### **4. Detailed Scope of Work**

The selected Empanelled Survey Consultant under this RFP, shall have to the various types of survey work as per Item number one to six described as follows with detailed specifications & scope of work during each financial year for five years with price escalation as per DSR and as per directives given by officer in charge.

##### **A) Detailed scope of Work item wise to be performed**

- 1) Carrying out Survey of Land in PCMC area by Electronic Total Station Machine as directed by Engineer in charge for any one of the following reason.
  - a) For Fixing DP Road Alignments/ Reservations Boundaries and Area/ Road Widening Area.
  - b) Land Acquisition Proposals Submission to collector.
  - c) Fixing Flood Line and area of affected properties.
  - d) Existing Land Use Survey for preparation of New DP of PCMC.
  - e) Cluster Development Survey.
  - f) Survey for the any central / state government schemes etc as per the guide lines.
  - g) Total Station Survey and preparing layout/ TP Scheme of a land in PCMC area
  - h) Survey for preparing drawings of the deviation proposal in context to DP to be sanctioned by commissioner under special powers.
  - i) Survey for Notice under Section-127 or drawings required for Govt. References related to DP.
  - j) survey for verification of drawings of proposal submitted by Architect / licensed Engineer.
  - k) Survey for any purpose as per the Requirements of town planning department of PCMC as per their requirement as directed by engineer in charge.

and preparing the computer drawing in AutoCAD format of A0 Size/any required size as per Sanctioned DP of PCMC, showing sanctioned building plan / layout boundaries, dates of sanctioning, TILR/ULC Map boundaries, CTS Boundaries, DP Road / Reservation Boundaries as per Sanctioned DP of PCMC. The drawing should show all survey data showing in different colour code system as directed. The drawing submitted must be certified by project engineer appointed by the Consultant etc. Completed, including collection of 7/12 extracts from Revenue Department, Town Planning Department records required, scanning of received record such as TILR / CTS Map, building plans, layouts, ULC maps or any record, etc. by Ao size scanner of context/HP make etc completed.

The Survey work involves taking S. No. /G. No. Boundaries, Layout

Boundaries, Existing Road, River/Nalla Boundaries, Trees, Poles, wells, Ex. Structure and any other site information required from site etc completed. The survey drawing should show whether the development is according to the prevailing development control rules, TILR/CTS boundaries, ULC map boundaries if required and Area verification etc completed. The survey should be carried out as per GPS co-ordinate system if required and all the levels should be taken as per GTS bench mark as and when required as per directives.

- 2) providing and fixing concrete block stones of standard size 0.2x0.2x0.6 M of CC M15, with white washing at 30 M interval on both sides for Demarcation of DP Road boundaries (Right of Way) / Reservation boundary or any other boundaries as directed by engineer in charge etc completed. SSR I. No. 6.03 & 24.01 - 2018-19.

This item includes Providing concrete stones in CC M15 of size 0.2 X 0.2 X 0.6M at demarcated points for fixing DP Road / reservation /open space boundaries or any boundaries as directed by engineer in charge etc completed including necessary excavation, transportation OR Demarcation by Paints in Gaonthan areas or on structures affected where block demarcations is not possible etc. completed.

- 3) Carrying out Survey of Land in PCMC area by Differential Global positioning System (DGPS) / Global navigation satellite system (GNSS) Receiver Machine, for Fixing Ground Control Points (GCP) and their GPS co-ordinate in PCMC area as directed by Engineer in charge, carrying out survey by total station machine for preparing reference map drawing of GPS point fixed and preparing drawing showing all survey data in different colour code system for submission etc completed as directed. The drawing submitted must be certified by project engineer appointed by the Consultant etc Completed.

The GPS co-ordinates ground control points for any particular area has to be established by DGPS / RTK survey instrument by taking observations at a required point with accuracy. The total station survey should be carried out further from those GPS co-ordinate established. It is mostly useful for establishing ground control points with respect to global positioning co-ordinate system. Therefor ground control points are established in open areas where more than 24 satellite available for DGPS/GNSS instrument.

- 4) Carrying out the total station survey of the property belongs to PCMC from the establish GPS co-ordinate and Updating the survey data, ownership data available with PCMC on Google imagery map provided with GPS co-ordinate system. Showing the land bank of PCMC on development plan with scale for updating the record of land in possession of PCMC by way of acquisition / TDR/ Layout/ Direct purchase or ownership by any other means. The sanctioned drawing is scanned and from the ETS survey data, the AutoCAD file is prepared in required scale to superimpose it on Google image and sanctioned DP of PCMC. The records and drawings of sanctioned Layout / Building Permissions / TDR / Acquisition of Reservations/ DP roads is given by engineer in charge for

scanning, submitting soft copy for record purpose etc completed.

- 5) Preparation of GIS base Maps with attribute data under PCMC Existing Land Use Project. The base map would be comprised of Administrative Boundary, Communication Network, Forest, River, Nalla, Tank, spring, Canal, Well, Religious Places, Archaeological Places and all other information as per the list etc Completed.

This item includes Carrying out reconnaissance survey of PCMC area, collection of village maps/ other required record from Land record / revenue department, joining all the village maps, preparing base map in AutoCAD with respect to GPS Co-ordinate system, showing all the existing land use information collected as per list, super imposing it on base map and Preparing Existing Land Use Map (ELU Map) in AutoCAD format etc. completed as directed by engineer in charge.

- 6) Preparation of Town planning scheme of notified area in PCMC limit as directed, from available data collected by PCMC, including collection of all S.no./G. no. records from TILR / Revenue authority of the notified area, preparing existing land use map, proposed land use map, preparing original plot drawings, final plot drawing of TP scheme as per guidelines from Deputy Director-PCMC, area calculation and area diagram of final plots, ownership list for allotment of FP, TP scheme report, OP and FP area statement with valuation etc as directed by DDTP, preparing A0 size AutoCAD drawing in required scale, preparing TP scheme maps for submission etc completed. Detailed Specification as per approved tender is approved for three various category.

Item No.	Description of Item	Rate per Hector
A	for Greenfield Parcel wherein open / undeveloped land is greater than 50% of the land parcel	Rs.17500/-per Hectare
B	for Semi-Urban Parcel wherein open / undeveloped land is less than 50% but & greater than 30% of the land parcel	Rs.19000/-per Hectare
C	for Urban Parcel wherein open / undeveloped land is Less than 30% of the land parcel	Rs.21500/-per Hectare

- 7) Providing Precise Traverse survey to be run from known Permanent Ground Control point (GCP) by Total Station. In this run of traverse more control points shall be fixed for carrying out further Detail survey in PCMC area as directed by Engineer in Charge etc completed.

- 8) Procurement of land/revenue records such as TILR Map/ City survey sheets, Village Maps etc. from revenue / land record department, scanning and computerization of above record, preparation of drawings in AutoCAD format. Superimposition of above record on surveyed data using departmental methods, plotting of such drawing in 1:1000 scale on A1 size sheet and

submitting to land Record for checking as directed by Engineer-in-charge.

9) Carrying of detailed topographic survey by using total station along the existing or new DP road including taking L-section and cross section at every 30 meter ROW, taking at least 10 spot levels per cross section, picking up all existing details inside the Row like electric telephone line, encroachments, structures etc. connecting all the primary total station control points by G.I.S. Bench marks level or whichever available with department using auto level and preparing Auto CAD plan by using above data taking out 1 set of black and white printout on 50 micron white sheet A2 size and 2 sets of coloured printout on A2 size submitting soft copy all data etc completed. Plain Terrain Existing or new Alignment. SSR I.No.1.41, 1.42 -2018-19

(C/S at every 30 M C/C.)

10) Preparation of AutoCAD drawing, Editing and Correction in the available drawing or data with PCMC as directed by engineer in charge with colour print of any drawing in required size to PCMC etc. complete including in the drawing as directed

SSR I.No.1.68 to 1.70-2018-19

This item includes preparation of AutoCAD drawing or Editing-Correction in the available Auto-Cad survey Drawing / data with PCMC as directed by engineer in charge and Printing of computer drawing in specified size as per the requirement of Town Planning Department PCMC, interpretation of data in different colour code system in AutoCAD Software , as directed by engineer in charge & preparing one computer colour proof drawing for submission etc completed. For Supply of A0, A1, A2 sizes as required.

11) providing and supplying AutoCAD drawing with colour print out of available survey drawing or any drawing as directed by engineer in charge, printing of drawing in required size to PCMC etc. complete. SSR I.No.1.71 to 1.75 - 2018-19

This Item includes providing supply of computer colour prints from available AutoCAD survey drawing in specified size as per the requirement of PCMC on white paper as directed by engineer in charge etc completed. For Supply of A0, A1, A2, A3, A4 sizes as required.

12) Capture of built – up area of structure along with individual area, using pattern (Educational Hub, type of industries, type of govt. semi. Govt. structure)/ occupier details as directed by Engineer-in-charge.

This item is required for detailed survey of existing structure by total station for showing the information on existing land use map or elsewhere required for PCMC.

13) Many times the Re-Survey work is required to be done over the period of more than one year to update the changes of site development as per requirement of PCMC or re-demarcation survey work for specific area. Many time there are changes that are observed on land such as authorized / unauthorized



structure, layout development, buildings as per permissions, drainage lines, Nalla, land development work carried out, slums developed on Govt. Lands, high tension lines, changes on site are to be surveyed for requirement of TP-PCMC. for Such Repetitive type of Re-Survey work, payment shall be paid on per Acre basis as per Item no.1.

for that purpose, rate analysis is submitted by the consultant on the basis of rate list published in SSR for material and technical persons/skilled- unskilled labour and market rate quotations and checked by engineer in charge and get it approved from the competent authority to decide rather full rate or part rate or reduce rate is to be given for such repetitive work. This is decided according to quantum of work performed. The decision of the Competent Authority will be final and will binding on consultant.

**B) Work procedure for this contract :-**

- a) The work involves Electronic Total Station Survey of land/DGPS survey work in PCMC area, L-Section & Cross section of roads, Demarcation of boundaries by stones, preparation of AutoCAD drawing with necessary corrections, supply of computer drawings in required size, fixing of ground control points with their GPS co-ordinate and all other allied works according to sanctioned DP of PCMC for different Items from one to six as described in the Detailed scope of work.
- b) The Main work order of Empanelment as a "Survey Consultant", will be issued by competent Authority after entering into agreement and Work order for each specific work will be issued by DDTP.
- c) Accordingly each specific survey work of DP roads, Reservations, layouts, Land under reference etc is completed within the time as stipulated in the each work order and the prepared drawing will be submitted by Consultant to PCMC with forwarding letter with soft copy of the same on CD/DVD/PD as well as in hard copy.
- d) The corrections shall be made in the drawing as per the directives of officer in charge or competent authority. Then demarcation shall be done on site as per approved drawing by competent Authority.
- e) Measurement & Abstract for Bill of work shall be recorded according to item work performed and paid according to standard practices established by Public Works Manual.
- f) The Consultant will be appointed for five year from the date of work order of contract is issued.
- g) Payment to Consultants shall be made through RTGS .
- h) All survey records shall be submitted to PCMC at the time of bills and it will be the property of PCMC.
- i) Survey Plans, drawing or record cannot be given to any other person with prior permission of the Deputy Director-TP.

### 5. Scale of Fees

The fees will be paid to consultant item wise for items described below and as per detailed scope of work.

#### Table of rates of survey work Item

I. No	Description of Item	Rate	Per Unit
1	<p>Providing detailed layout plan of area in scale 1:500 including carrying out plane table and contour survey by Electronic Total Station. The dolomite area measurement of the plot and structures, trees, overhead line and underground service amenities within the area, with triangular method and giving details of the structures, such as total area, type of building and distance from all corners, Excluding trial pit 0.5x0.5x2.00 m.-2 Nos. per acre and collection of record from city survey / D.I.L.R. authorities and including verification &amp; authentication from TP-PCMC authority. The plan shall be submitted on A0 size one proof computer drawing print on 50 GSM white drawing paper as directed. The contour levels shall be marked at 0.5 Meter intervals, submission of soft copy etc completed.</p> <p>Above 1 Acre. (As per SSR I.No.1.23-2018-19)</p>	8718/-	Per Acre
2	<p>providing and fixing concrete block stones at demarcation point, in CC M15 of standard size 0.2x0.2x0.6 M, and fixing in CC 1:4:8 with embossing PCMC mark, , as directed by engineer in charge white washing at 30 M interval on both sides for Demarcation of DP Road boundary (ROW) / Reservation boundary or any other boundaries as directed by engineer in charge etc completed.</p> <p>SSR I. No. 6.03 &amp; 24.01 - 2018-19.</p>	917/-	Per No.

3	<p>Fixing ground Control points with GPS co-ordinate in PCMC area by Differential Global positioning System Machine (DGPS) as directed by Engineer in charge, carrying out survey by total station machine for preparing location drawing of the GPS co-ordinate, Fixing the concrete block permanently at demarcated point etc completed and preparing the computer drawing in AutoCAD format of A3 Size hard copy &amp; soft copy for submission as directed by engineer in charge. The drawing submitted must be certified by project engineer appointed by the Consultant etc. Completed.</p> <p>The GPS co-ordinates ground control points for any particular area has to be established by DGPS survey instrument by taking at least 12 hrs observations for accuracy and processing the data from recognized institute for accuracy. Fixing the concrete block permanently at demarcated point, including processing of the data from recognized institute for checking and accuracy etc. completed.</p>	15061/-	Per No.
4	<p>Carrying out the total station survey of the property belongs to PCMC from the establish GPS co-ordinate and Updating the survey data, ownership data available with PCMC on satellite imagery map provided with GPS co-ordinate system. Showing the land bank of PCMC on satellite imagery map purchased by PCMC and on development plan for updating the record of land in possession of PCMC by way of aquisition / TDR/ Layout/ Direct purchase or ownership by any other means.</p> <p>The available drawing is scanned. From the ETS survey data, the AutoCAD file is prepared in required scale and superimposes it on satellite image and on sanctioned DP of PCMC. The records and drawings of sanctioned Layout / Building Permissions / TDR / Acquisition of Reservations/ DP roads is given by engineer in charge for scanning, submitting soft copy for record purpose etc completed.</p>	9776/-	Per Acre

5	<p>Preparation of GIS base Maps with attribute data under PCMC Existing Land Use Project. The base map would be comprised of Administrative Boundary, Communication Network, Forest, River, Nalla, Tank, spring, Canal, Well, Religious Places, Archaeological Places and all other information as per the list etc Completed.</p> <p>This item includes Carrying out reconnaissance survey of PCMC area, collection of village maps/ other required record from Land record / revenue department, joining all the village maps, preparing base map in AutoCAD with respect to GPS Co-ordinate system, showing all the existing land use information collected as per list, super imposing it on base map and Preparing Existing Land Use Map (ELU Map) in AutoCAD format etc. completed as directed by engineer in charge.</p>	3025/-	Per Hect are
6	<p>Preparation of Town planning scheme of notified area in PCMC limit as directed, from available data collected by PCMC, including collection of all S.no./G. no. records from TILR / Revenue authority of the notified area, preparing existing land use map, proposed land use map, preparing original plot drawings, final plot drawing of TP scheme as per guidelines from DDTP-PCMC, area calculation and area diagram of final plots, ownership list for allotment of FP, TP scheme report, OP and FP area statement with valuation ...etc required as directed by DDTP, preparing AutoCAD drawing in required scale/ TP scheme maps for submission etc completed, as per detailed scope of work and the Detailed Specification as per approved tender for three various category as follows.</p>		
A	<p>For Greenfield Parcel wherein open / undeveloped land is greater than 50% of the land parcel.</p>	17500/-	per Hect are
B	<p>for Semi-Urban Parcel wherein open / undeveloped land is less than 50% but &amp; greater than 30% of the land parcel.</p>	19000/-	per Hect are

RFP for Empanelment of Survey Consultant for doing various type of survey work for PCMC

C	for Urban Parcel wherein open / undeveloped land is Less than 30% of the land parcel.	21500/-	per Hect are
7	Providing Precise Traverse survey to be run from known Permanent Ground Control point (PGCP) by Total Station. In this run of traverse more control points shall be fixed for carrying out Detail survey as directed by Engineer in Charge etc completed.	7612/-	Per Km
8	Procurement of land/revenue records such as City survey sheets, Village Maps etc. from revenue / land record department, computerization of above record and preparation of maps in CAD format. Superimposition of above record on surveyed data using departmental methods izeand techniques plotting of such drawing in 1:1000 scale on A1 size sheet and submitting to land Record for checking as directed by Engineer-in-charge.	923/-	per Hect are
9	Carrying of detailed topographic survey by using total station along the existing or new road including taking L-section and cross section at every 30 meter ROW, taking at least 10 spot levels per cross section, picking up all existing details inside the Row like electric telephone line, encroachments, structures etc. connecting all the primary total station control points by G.I.S. Bench marks level or whichever available with department using auto level and preparing Auto CAD plan by using above data taking out 1 set of black and white printout on 50 micron white sheet A2 size and 2 sets of colored printout on A2 size submitting soft copy all data etc completed. Plain Terrain Existing and New Alignment  I.No.1.41 - SSR 2018-19	31460/-	Per Km.
10	Preparation of AutoCAD drawing, Editing and Correction in the available drawing /data with PCMC as		

	directed by engineer in charge with colour print of any drawing in required size to PCMC etc. complete including in the drawing as directed, as per detailed scope of work. SSR I.No.1.68 to 1.70-2018-19		
A	A0 size	3788/-	Per No
B	A1 size	3150/-	Per No
C	A2 size	2515/-	Per No
11	Providing and supplying AutoCAD drawing with colour print out of available survey drawing or any drawing as directed by engineer in charge, printing of drawing in required size to PCMC etc. complete, as per detailed scope of work SSR I.No.1.71 to 1.75 - 2018-19	Rate Per No.	
A	A0	199.50/-	Per No
B	A1	120.75/-	Per No
C	A2	60.90/-	Per No
D	A3	30.45/-	Per No
E	A4	11.55/-	Per No
12	Capture of build – up area of structure along with individual area, using pattern (Educational Hub, type of industries, type of govt. semi. Govt. structure)/ occupier details as directed by Engineer-in-charge.  Note:- the rate is approved as per old Rate Analysis - 2016  Rate is proposed for = Rs. 171/- per No. (without GST)  (Rate is prepared as per previously sanctioned Rate Analysis	171/-	Per no.

## 6. INSTRUCTIONS TO BIDDER AND CONDITIONS OF CONTRACT

### All Bidders should note the following:

1. No hard copy of the RFP will be sold by PCMC. The bidder has to download the RFP copy from website [www.mahatenders.gov.in](http://www.mahatenders.gov.in)
2. Bids that are incomplete in any respect or those that are not consistent with the requirements as specified in this RFP or those that do not contain the Covering Letter as per the specified formats are considered non-responsive and liable for rejection.
3. Strict adherence to formats, wherever specified, is required. Non-adherence to formats may be a ground for declaring the Bid Non-responsive.
4. **Minimum Eligibility Criteria:** The bidders should satisfy the minimum eligibility criteria as per clause 10 and attach relevant documents as per list mentioned in Annexure "B". Only those who satisfy these criteria shall submit the proposal with necessary supporting documents.
5. A firm declared blacklisted by any department of Government of Maharashtra or Any other Municipal Corporation in Maharashtra or any semi government organization, shall not be eligible to submit this tender.
6. The Bid and all related correspondence and documents shall be written in the English language only. Supporting documents and printed literature furnished by the Bidder along with the Bid may be in any other language, provided that they are accompanied by an appropriate translation into English. Supporting materials that are not translated into English will not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail. All communication and information provided should be legible, and wherever the information is given in figures, the same should also be mentioned in words.
7. No change in, or supplementary information to a Bid shall not be accepted once submitted. However, PCMC reserves the right to seek additional information from the Bidders required necessary, during the course of evaluation of the Bid. Non-submission, incomplete submission or delayed submission of such additional information or clarifications sought by PCMC may be a ground for rejection of the Bid.
8. The Bids shall be evaluated as per the criteria specified in this RFP Document.
9. The Bidder should designate one person authorized to represent the Bidder (Authorized Representative) in its dealings with PCMC. This designated person should hold the Power of Attorney and be authorized to perform all tasks including but not limited to providing information, responding to enquiries, entering into contractual commitments on behalf of the Bidder etc. The covering letter submitted by the Bidder shall be signed by the Authorized Signatory and shall bear the stamp of the entity thereof.

10. Right reserved to amend: Right is reserved to revise or amend the RFP document fully or partly, prior to the date notified of receipt of Bid. Such deviations / amendments if any shall be communicated to the bidder in the form of corrigendum or by letter/Email, as may be consider suitable.
11. PCMC reserves the right to invite revised Proposals from Bidders with or without amendment of the RFP at any stage, without liability or any obligation for such invitation and without assigning any reason.
12. Mere submission of information does not entitle the Bidder to meet eligibility criteria. PCMC reserves the right to vet and verify any or all information submitted by the Bidder. If any claim made or information provided by the Bidder in the Bid or any information provided by the Bidder in response to any subsequent query by PCMC, is found to be incorrect or is a material misrepresentation of facts, then the Bid will be liable for rejection. Mere clerical errors or Bonafide mistakes may be treated as an exception at the sole discretion of PCMC and if PCMC is adequately satisfied.
13. Consultant office: - The successful bidder/Consultant must have to Establish office within PCMC limit. The office should be well equipped with computers, printers, scanner, and plotter. Computers are of latest Configurations with lanning network. The printers, plotters, scanners are to connected with network as per the requirement of project,
14. Time Limit: - Survey Consultant is being appointed for three financial years. The main work order of Empanelment will be issued by Deputy Director of Town Planning Department, PCMC, for providing Survey Consultancy services. Consultant has to complete the work in that stipulated time unless otherwise liable for action. The item wise quantum of survey for each financial year is tentatively fixed which magnitude will be increase/alterd as per the requirement of PCMC.
15. **Agreement** :- After scrutiny, a letter from DDTP to successful bidder/Consultant would by issued to enter in to an agreement with DDTP-PCMC, as per the format finalized mutually on the judicial stamp paper as per prevailing rules, including the conditions mention in this RFP. Tender conditions in this RFP will be binding on consultant.
16. **Code of Conduct:** The Consultant shall strictly observe that its personnel :
  - a) Are always smartly turned out and vigilant.
  - b) Perform their duties with honesty and sincerity.
  - c) Read and understand their post and site instructions and follow the same.
  - d) Extend respect to all Officers and staff of the office of the Pimpri Chinchwad Municipal Corporation.
  - e) Shall not drink liquor on duty, or come drunk and report for duty.
  - f) Consultant Will immediately report to the Pimpri Chinchwad Municipal Corporation if any untoward incident/misconduct or misbehavior occurs,



- g) When in doubt, approach to Deputy Director-TP immediately.
- h) Do not entertain visitors/ private enterprises.
- i) Shall not smoke in the office premises/work site.

**17. RATE ANALYSIS:**

when the question of any Extra Item is to be executed from, the Consultant shall supply the rate analysis based on approved rate list in SSR for labour and material along with quotations in support of the rates, The consultant should start the work only after the rate analysis is approved by the competent authority. The decision of the Deputy Director of Town Planning regarding rate of extra item work will be final and his decision will be binding to Consultant.

**18. I-Cards to Survey Consultant**

As per provisions in the MRTP act-1966, Section – 135 PCMC will provide provisional I-cards to Consultant & his Staff of for doing property / Land survey in PCMC area so that it will be lawful to enter in the private property for doing survey and taking details as required for preparation of drawings as per the requirement of PCMC.

- 19. Consultant should submit the computerized survey drawing along with soft copy for records of PCMC as per detailed scope of work.
- 20. **Deviation Limit of Quantities:** The Commissioner /Deputy Director of Town Planning have right to alter the quantities of Items as per the requirement of PCMC. Accordingly the estimates are prepared as per the rates approved for each financial year and get sanctioned from competent authority. Accordingly the Budget provision will be done. Budget provision for each financial year is the sole responsibility of the TP-PCMC. The work order will be given for each financial year by DDTP-PCMC and bills are paid after work done as per standard procedure.
- 21. **Completeness of the contract:** The contract will be deemed as incomplete if any component mentioned in the scope of work or any documentation relating thereto is not delivered or delivered but not satisfying the objective of the contract then in such event the contract will be termed as incomplete and it will not be accepted by PCMC.
- 22. Successful bidder shall be responsible for the correctness and accuracy of the data and all other documents under this project. If any inadequacy is observed in the work, bidder shall on their own initiative and at no extra charges to the Corporation take all steps necessary to remedy/ rectification the said defects or inadequacy.
- 23. Successful bidder shall incorporate all the modifications of changes/ suggestions desired by PCMC Authorities in the survey data/ reports etc. as directed by officer in charge.
- 24. **Action when the progress of any particular portion of the work is**

**unsatisfactory:** If the progress or any particular portion of the work is unsatisfactory, the Deputy Director of Town Planning, after giving 15 days' notice in writing to the Consultant mentioning the proposed action against him. The Consultant will have no claim for compensation or any loss sustained by him owing to such action.

25. **Extension of time :-** If the successful bidder /Consultant shall desire an extension of the time for completion of the work on account of unavoidable hindrance in its execution or on any other ground or due to site hindrance, he shall apply in writing to the Deputy Director before the expiry of the period stipulated in the RFP or before the expiry of 30 days from the date on which he was hindered as aforesaid or on which the cause for asking for extension occurred, which is earlier ever and the Deputy Director may, if in his opinion there are reasonable grounds for granting an extension as he thinks necessary or proper. The decision of the Deputy Director in this matter shall be final.

26. **Bill to be on printed forms:** - The successful Consultant shall submit his bills on his own printed form. The manner of preparation of bills should be according to the routine official procedure.

27. **Goods Service Tax(GST) :**

Goods Service Tax shall be paid by the PCMC on the Fees payable to the Consultant according to approved rates, as per government rules and regulations. It will be the responsibility of the CONSULTANT to pay the GST collected to the government as per schedules and procedures. The consultant must be recognized by GST registration.

28. **FORCE MAJEURE:**

Neither of the parties shall be liable to damages due to delay or default in performing their functions hereunder if such delay or defaults is caused by force majeure, such as wars, intrusions, strikes, floods, fires, embargoes and / or lack of materials. In case there is prolonged interruption / delay due to reasons beyond the control of either of the parties, any party shall have the option to terminate this agreement.

29. **SUSPENSION AND TERMINATION :**

A) If either of the parties of this agreement commits substantial breach of any of the provisions herein contained, the other party shall be at liberty to terminate this agreement by giving to the other party committing the breach, 60 days written notice of its intention to terminate this agreement or if such breach is capable of being remedied or made good but shall remain un-remedied for 60 days after such notice has been served, then this other party shall be at liberty to terminate this agreement immediately.

B) If either party is desirous of terminating this agreement before its expiry, 60 days written notice shall be given to the other party of the intention to terminate, In that event, it shall be the responsibility of the

PCMC to pay the bills raised by the CONSULTANT for the fees due within one month from the termination.

- C) If the Consultant becomes insolvent or bankrupt.
- D) If the Consultant, is held by a court of law to have engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- E) If the Client, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;
- F) If the Consultant fails to confirm availability of Team members as per requirement of the project.

**30. Action on Termination :** The Consultant shall handover to the Client all the work done by Consultant in relation to the Project up to the date of Termination of this Contract and the PCMC shall pay to Consultant such sums as have become due on the Termination Date to Consultant.

**31. Service of Notice :**

Every notice to be given to any party of this contract may be either given to the party or their agent in person or issued to the party at address given in this presents or their usual or last known address and if so addressed and posted, it shall be deemed to have been sufficiently served on the party on the date on which in the ordinary course of mail, a letter so addressed and posted would reach the address.

**32. Ownership Of Data :**

All the survey data, Drawings reports prepared by the Consultant under this project and submitted to the PCMC, will be the property of PCMC. Consultant shall not share any of this information prior to permission of Deputy Director of Town Planning.

**33. Number Of Copies :**

Unless specified otherwise the Survey Consultant shall furnish to the clients the copies of each of the documents, drawings etc required to be submitted as mentioned in the scope of work, For any extra copies required by PCMC of any such documents/drawings, they shall give 15 day's notice in advance to the Survey Consultant before the due date of such submission.

**34. Arbitration:**

Any dispute arising out of this agreement, or to the meaning thereto shall be settled by the parties, mutually. Unless otherwise the decision of the commissioner will be final after giving opportunity of hearing to the survey consultant.

**35. Consultants Not Bound Whole time :**

The Survey Consultant shall not be bound to devote their whole time to attend the duties specified hereto and shall be at liberty to assist, advice, to take any other assignment of similar nature. But he should provide sufficient staff to serve PCMC.

**36. Secrecy:**

- A) The Survey Consultant shall not disclose or make known to any persons, firms, company or concern any of the trade or other secrets of the PCMC, any information relating to its work finance or accounts which may come to their knowledge during their appointment hereunder or which may have been communicated to them in confidence or which is made known. However the Survey Consultant shall be free to hand over the relevant documents or information to their employees and / or the subcontractor appointed for discharging their responsibilities under this agreement.
- B) The PCMC undertakes that they shall observe strict security as to all confidential and secret documents, drawings, designs, information and know-how supplied by the survey consultant to them and shall not directly, indirectly use the same as to assist any other person, firm, company to manufacture similar procedure unless they get permission from the CONSULTANT in writing. The disclosure by the PCMC to their own staff or sub-contractor shall not constitute a breach of this clause.

**37. Dispute resolution**

Commissioner is the final authority for any kind of Dispute raised. The decision of Commissioner will be final and binding on the everybody concern.

**38. Discretion of the PCMC to allot work.**

An empanelled Consultant shall be eligible to get various types of Survey works from the Town Planning Department and various other department of PCMC. The Distribution of various survey works amongst all the 'Empanelled Survey Consultant' shall be solely at the discretion of the PCMC.

**Deputy Director of Town Planning  
Pimpri Chinchwad Municipal Corporation  
Pimpri**

**7. ANNEXURE A****MARKING SYSTEM FOR SELECTION FOR SURVEY CONSULTANT PANEL**

<b>Sr. No.</b>	<b>Brief Description</b>	<b>Maximum Marks</b>	<b>Maximum Marks</b>
1	<p>Technical Personnel of the consultancy firm</p> <p>1) Team leader : Graduate/Diploma in Civil Engineering and having 3 to 5 years' experience.</p> <p>2) Principal Consultant: Founder member of the bidding firm, may be proprietor or any one partner/director, should graduate in Civil Engineering of recognized institute approved by AICTE, <b>with 5 year's experience</b> in Providing Survey Consultancy services.</p>	<p>25 marks.</p> <p>5 Marks</p>	30
2	<p>Cost wise work done per year in last five financial years from providing Survey consultancy services to Town Planning Department of any municipal corporation, municipal council/ PWD/B &amp; C Dept of Maharashtra state. Certificate / Work Order from competent authority shall be submitted not below rank of Executive Engineer.</p> <p>Note: if survey consultancy work of following mentioned cost is carried out by the bidder every year in last Five financial years will get full marks. If less amount of work is done, the marks are curtailed accordingly in ratio.</p> <p>1) Survey work done per year in last five yrs up to 50 Lakhs.</p> <p>2) Survey work done per year in last five yrs up to 120 Lakhs.</p> <p>3) Survey work done per year in last five yrs up to 150 Lakhs</p>	<p>50 marks</p> <p>5 marks (Addl.)</p> <p>5 marks (Addl.)</p>	60

3	Number of Electronic total Stations available with the consultant. (Sokkia/Nikon/Trimble/Lyca make)  1) 3 no. ETS Machine. 2) 6 no ETS Machine.	5 marks  5 marks	10
	<b>Total</b>		<b>100</b>

**Note:**

- 1) **Minimum Qualifying Score is 80 marks (Eighty) for Empanelment of the Firm.**
- 2) **The eligible consultant will be arranged ranking from highest to lowest as per their scores. Top scorers will be consider for empanelment.**

**8. ANNEXURE B**

**Check List of Documents to be attached with Technical Bid**

- 1) Application for empanelment / Letter of Transmittal as per Annexure C.
- 2) Declaration by the applicant as per Annexure D.
- 3) Description of the Bidder as per Annexure E.
- 4) Experts required in the Project as per Annexure F.
- 5) Office Setup and Equipment's Required in the Project and available with consultant as per Annexure G.
- 6) Attach original certificate from a registered C.A. as per Annexure H.
- 7) Format for the project detail sheet as per Annexure I.
- 8) Format for Experts available with the firm as per Annexure J.
- 9) Copy of Certificate of partnership registration / shop act for proprietary firm.
- 10) Copy of Income Tax (IT) PAN Card.
- 11) Copy of Service Tax (ST) registration certificate.
- 12) Copy of GST Tax registration certificate.
- 13) IT Returns and ST/ GST Returns of last five financial years.
- 14) Copy bank statements in support of turnover of last five financial years
- 15) Experience certificate of the Survey Consultancy work done in last Ten years from competent Authority should be submitted.
- 16) Signed copy of the RFP by authorized person, uploaded as token of acceptance.

**9. ANNEXURE C**

**Application for Empanelment**

(On Letterhead)

To,  
The Commissioner,  
Pimpri Chinchwad Municipal Corporation,  
Mumbai-Pune Road, Pimpri- 411018.

**Sub: RFP for Empanelment of Survey Consultants.**

Dear Sir,

Having examined the details given in Notice for Empanelment of Survey Consultant and RFP document, we hereby submit our application and relevant documents.

- 1) We hereby certify that all the statements made and information supplied in the enclosed application and accompanying statements are true and correct.
- 2) We have furnished all information and details necessary for Empanelment and have no further pertinent information to supply.
- 3) We authorize PCMC or their representatives to approach individuals, PCMCs, firms, our bankers and corporations to verify our submittals, competency and general reputation.
- 4) We hereby confirm that we have read and understood all the stipulations given in this RFP document and accept the same without any conditions. We further confirm that the decision of PCMC with regard to our Empanelment shall be final and binding on us.
- 5) The information / documents / experience certificates submitted by us along with this application for 'Empanelment of Survey Consultants' to PCMC are genuine and true and nothing has been concealed.
- 6) We shall have no objection in case PCMC verifies them from issuing authorities. We shall also have no objection in providing the original copy of the document(s), in case PCMC demands so for verification.
- 7) The validity of this RFP is confirmed for 120 days from the date of opening of Applications.
- 8) We hereby confirm that in case, any document, information and / or certificate submitted by us is found to be incorrect / false / fabricated, PCMC at its discretion may disqualify / reject our application for empanelment out-rightly and also debar us from participating in any future tenders / RFP.

**Place:**

**Name & Designation**

**Date :**

**Seal of Organization**



**10. ANNEXURE D**  
**Declaration by the Applicant**

- 1) I / We have read and fully understood the RFP document and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and Pimpri Chinchwad Municipal Corporation, on the basis of the information given by me / us can be treated as invalid and I / We shall be solely responsible for the consequences.
- 2) I / We agree that the decision of Pimpri Chinchwad Municipal Corporation in empanelment of Survey consultants shall be final and binding on me / us.
- 3) All the information furnished by me / us hereunder is correct to the best of my / our knowledge and belief. If there is any misleading information provided by me/us shall be liable for application to be rejected and PCMC is free to take any suitable action.
- 4) I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
- 5) I / We confirm that I / we have not applied in the name of a sister concern for the subject empanelment process.
- 6) I / We confirm that I / we or our proprietors / Directors / Partners have not been blacklisted or debarred or declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any Government department or any other agency. Also there are no contractual restrictions or legal disqualifications or other obligations which prohibit the applicant from entering into this RFP.

Place :

Date :

Name & Designation

Seal of Organization

**11. ANNEXURE - E**  
**DESCRIPTION OF THE BIDDER**  
[On the letter head of the Bidding Company]

Original or copy No:

Date:

1. (a) Name:
  - (b) year of Establishment :
  - (c) Address of the corporate headquarters and its branch office(s), if any, in India:
  - (d) Weather proprietary or Partnership or public limited.
  - (e) Name of all Partners / Directors or proprietor with Professional Qualification, age and their Experience...etc.
  - (f) Income tax pan number :
  - (g) Service Tax Number:
  - (h) GST Number :
2. Brief description of the Bidder including details of its main lines of business and proposed role and responsibilities in [this/these Project(s)]:
3. Details of individual(s) who will serve as the point of contact / communication for PCMC:
  - (a) Name :
  - (b) Designation :
  - (c) Company :
  - (d) Address :
  - (e) Telephone number :
  - (f) E-Mail Address :
  - (g) Fax number :
4. Particulars of the authorized signatory of the Bidder:
  - (a) Name :
  - (b) Designation :
  - (c) Address :
  - (d) Phone number :
  - (e) Fax number :

**12. ANNEXURE F****Minimum Expert Required in for the Project**

(To be submitted along with technical bid on letter head)

<b>Sr. No</b>	<b>Expert Title</b>	<b>Educational Qualification</b>	<b>Skills &amp; Task Assigned</b>	<b>Minimum Experience</b>	<b>Required Nos.</b>
1	Principal Consultant	Bachelor of Civil Engineering	Sound knowledge of all types of survey related works and Acts.	At least 5 years' experience	1
2	Team Leader	Bachelor of Civil Engineering/ Diploma in Civil Engineering	Sound knowledge in survey work of all types for various items mentioned in the scope of the work	At least 3 to 5 years' experience	1
3	Junior personnel/ Team Leader 2	Diploma in Civil Engineering	Sound knowledge in survey work of all types for various items mentioned in the scope of the work	At least 3 years' experience	1
4	Auto-Cad Operator	DCE / ITI- Draughtsman	Cadd-Operator Experience of preparation of drawing in Auto-Cad from Survey Data.	At least 3 to 5 years' experience	2
5	Field Surveyors	ITI-Surveyor / 10 th OR 12 th standard with minimum 5 years' experience in survey,	Good communication and survey skill and Field survey experience in by Total Station.	At least 3 to 5 years' experience	3
6	Skilled Helper	10th OR 12th standard with minimum 5 years' experience in survey	Experienced Helper for doing Survey Work in with knowledge of Prism and staff giving survey points in site.	At least 3 to 5 years' experience	6

**13. ANNEXURE G**

**Office Setup and Equipment's Required in the Project.**

(To be submitted along with technical bid on letter head)

<b>Sr. No.</b>	<b>Name of Item</b>	<b>Description of Item</b>	<b>Min Required Numbers</b>
1.	Computer	Processor :- Intel core I5/ I6 or Equivalent OS :- Microsoft-Windows 7/ windows XP Ram-8GB Storage Memory:- 500GB/1TB All computers are connected with lanning network with speed of 100 Mbps.	2
2.	Network Plotter	HP/Xerox make multifunctional Network colour Plotter with 42 inch width of printing.	1
3.	Network Scanner	HP / Cadd-Scanner make network scanner with 42 inch width scanning width.	1
4	Electronic Total Station Survey Instrument	Sokkia/ Nikon / Lyca / Trimble make Advanced Electronic Total Station Instrument with following configuration a) Min. 300 M direct reflector less mode b) Every year calibration Certificate. c) Pen drive Connected. d) Minimum 5 second accuracy.	3
5	Lap Top	HP/ Sony / Lenovo make latest configuration with DVD Writer and Projector connectivity slot.	1
6	Network Xerox Printer	HP / Ricoh / Canon make latest network Xerox Machine with A4, A3 printing and Scanning.	1
7	Vehicles.	Multi-Purpose Vehicles (MPV). Car Two Wheelers may be of Ownership firm or principal consultant.	1 Nos 1 Nos 2 Nos

**14. ANNEXURE H  
FORMAT FOR FINANCIAL STANDING (ANNUAL TURNOVER)**

Certificate from the Chartered accountant regarding the Average annual turnover of the organisation for the last 5 years ending of month 31<sup>st</sup> March 2018. Based on its books of accounts and other published information authenticated by it, this is to certify that.....[ Name of the Bidder] had, over the last Five Financial Years, a Total turnover of the organisation is as per year-wise details noted below:

<b>Financial Year ending 31<sup>st</sup> March</b>	<b>Total Turnover (In Rs. Lakhs)</b>
2013 – 14	
2014 – 15	
2015 – 16	
2016 – 17	
2017 – 18	
Average Annual Turnover	

Name of the audit firm/ Chartered Accountant:

Seal of the audit firm:

[Signature, name and designation and registration number of the CA] Date:

Note: Please provide certified copies of Audited Financial Statements of the organisation/Consultant for over the last Five Financial Years.

**15. ANNEXURE I**  
**FORMAT FOR PROJECT DETAIL SHEET**  
 (Please fill separate assignment wise)

Assignment Name:	Approx. value of the contract ( in Rs):
State & City name:	
Name of Client:	
Start date(month/year):	
Completion date ( month/year):	
Name of Senior Staff ( Project Director/ Coordinator, Team Leader) involved from your firm and functions performed indicated whether regular full-time employees of your firm or part time/ independent:	
Narrative description of Project in brief:	
Description of actual services provided by your firm in the assignment:	

Authorized Signatory  
 [ In full initials and Seal]:.....  
 Name of the Organisation:.....

**16. ANNEXURE J**

**FORMAT FOR EXPERT TEAM AVAILABLE WITH THE FIRM**

Name	Position Assigned	Task Assigned	Employment Status with Firm (full-time, or other)	Education/ Degree (Year & Institution)	No. of years of relevant project experience

Authorized Signatory

[ In full initials and Seal]:.....

Name of the Organization:.....

