



**GOVERNMENT OF SIKKIM**  
**DEPARTMENT OF INFORMATION TECHNOLOGY**  
Sectt. Annexe I, Top Floor, Sonam Tshering Marg,  
Gangtok-737101, Sikkim  
Phone No. (03592)202601, Tele-Fax (03592)207426  
Email: dit-sik@nic.in

**Ref No.: 123/CRTI/214-DIT-16/2017**

**Dated: 07/08/2017**

**SHORT NOTICE INVITING TENDER**

The Centre for Research in Training & Informatics (CRTI), an autonomous body under the Department of Information Technology, Government of Sikkim, invites Sealed Tender bids/quotations from the bonafide firms for **“Selection of Consultant for Preparation of Detailed Project Report and Implementation Support for BharatNet Phase-II in Sikkim”**.

For more details kindly log into [www.sikkim.gov.in](http://www.sikkim.gov.in).

**Sd/-**

Joint Director-cum-Executive  
Centre for Research in Training & Informatics  
Department of Information Technology  
Email id: [dit-sik@nic.in](mailto:dit-sik@nic.in)

# **Request for Proposal**

## **SELECTION OF CONSULTANT**

**For**

**Preparation of Detailed Project Report for BharatNet-II  
in Sikkim**

Tender Reference: **123/CRTI/214-DIT-16/2017**

Dated: **07<sup>th</sup> August 2017**

By

**Centre for Research and Training in Informatics**

Department of Information Technology

Secretariat Building, Annexe 1, Kazi Road, Gangtok

## DISCLAIMER

This Request for Proposal (RFP) contains brief information about the project, qualification requirements and the selection process for the successful applicant (bidder). The purpose of this RFP document is to provide applicants (bidders) with information to assist the formulation of their bid application (the "application").

Whilst the information in this RFP has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither the CRTI nor any of its officers or employees, nor any of their advisers nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of the information contained in the RFP, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed project, or makes any representation or warranty, express or implied, with respect to the information contained in this RFP or on which this RFP is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

The information ('Information') contained in this RFP document or subsequently provided to interested parties (the "applicant(s)), in writing by or on behalf of CRTI is provided to applicant(s) on the terms and conditions set out in this RFP document and any other terms and conditions subject to which such information is provided.

Each applicant should perform their own due diligence to check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources. Submission of bid application shall be deemed to have been done after careful study and examination of the RFP with full understanding of its implications.

The response to this RFP should be full and complete in all respects. Incomplete or partial bids shall be rejected. The applicant must quote for all the items asked for in this tender. Intimation of discrepancies in the RFP, if any, should be given to the office of the CRTI immediately by the applicants. If CRTI receives no written communication, it shall be deemed that the applicants are satisfied that the RFP document is complete in all respects.

This RFP document is not an agreement and is not an offer or invitation by CRTI to any other party. The terms on which the project is to be developed and the right of the successful applicant shall be as set out in separate agreements. CRTI reserves the right to accept or reject any or all applications without giving any reasons thereof. CRTI will not entertain any claim for expenses in relation to the preparation of RFP submissions.

## Abbreviations / Acronyms

BBNL	Bharat Broadband Network Limited
BSNL	Bharat Sanchar Nigam Limited
CRTI	Centre for Research and Training in Informatics
DoT	Department of Telecommunications
DPR	Detailed Project Report
EMD	Earnest money deposit
GoI	Government of India
GoS	Government of Sikkim
GP	Gram Panchayats
ICT	Information and Communication Technology
INR	Indian National Rupees
IP	Internet Protocol
RFP	Request for Proposal
MIS	Management Information System
NOFN	National Optical Fibre Network
OEM	Original Equipment Manufacturer
OFC	Optical fibre cable
PAN	Permanent Account Number
PM	Project Manager
PMP	Project Management Professional
SIDICO	Sikkim Industrial Development & Investment Corporation Limited
USOF	Universal Service Obligation Fund

## Contents

DISCLAIMER.....	3
1. Project Introduction .....	6
1.1. Background .....	6
1.2. Project Timelines .....	6
1.3. Data Sheet.....	7
2. Scope of Work.....	8
3. Terms & Conditions.....	10
3.1. Accountabilities.....	10
3.2. Tender Fee.....	10
3.3. Earnest Money Deposit .....	10
3.4. Performance Security Deposit.....	10
3.5. Payment Terms .....	12
3.6. Bid Submission, Opening of Bids and Award of Contract.....	12
3.7. Selection Procedure.....	13
3.8. Eligibility Criteria.....	14
3.9. Evaluation Criteria.....	16
3.10. Key Resource Profiles .....	17
3.11. General Terms and Conditions of the RFP.....	18
ANNEXURE-I: Technical Bid Formats.....	19
ANNEXURE-II: Financial Bid Format.....	21
ANNEXURE-III: Proposal Covering Letter .....	22

## 1. Project Introduction

### 1.1. Background

The Digital India Programme aims to transform India into a digitally empowered society and knowledge economy by leveraging IT as a growth engine of new India. Digital India is an exciting, visionary and audacious program to do just that. Through various specific projects linked to financial inclusion, e-governance and citizen services, it can truly transform India. There has to be a network – the very foundation – which provides the required connectivity. It is this basic infrastructure that **BharatNet** (earlier called the National Optical Fibre Network or NOFN) aims to provide. BharatNet was envisaged as an information super-highway through the creation of a robust middle-mile infrastructure for reaching broadband connectivity to Gram Panchayats. BharatNet was conceived as a project for connecting Block Headquarters (BHQs) to Gram Panchayats (GPs) by laying optical fibre to bridge the connectivity gap up to the GPs. The project is being funded from the Universal Service Obligation Fund (USOF), Government of India.

In Phase I of this project, Bharat Broadband Network Limited (BBNL) an SPV under the Department of Telecom, Govt. of India is currently implementing this project in 100,000 GPs. BharatNet Phase II is to be executed by the respective State Government through a State agency / Power Discoms / PSU in the remaining approximately 150,000 GPs. There shall be an optimal mix of underground optical fibre cable (OFC), aerial OFC, radio media using existing and new towers, along with satellite media for connectivity from Block to GP.

Centre for Research and Training in Informatics (CRTI) and Sikkim Industrial Development & Investment Corporation Limited (SIDICO) on behalf of the Government of Sikkim (GoS) seeks to undertake the implementation of BharatNet Phase II of project in the State. As the first step towards implementation of BharatNet, a detailed planning exercise leading to creation of a Detailed Project Report (DPR) needs to be undertaken. GoS would also need to undertake the process for identification / selection of an execution agency pertaining to implementation of BharatNet as identified in the DPR. GoS intends to hire the services of a professional consultancy firm with relevant experience and resources to help GoS in preparation of bid document & bid management for selection of GIS Survey agency, providing of Mobile App with cloud storage for GIS data capturing, project management of data capturing process, cleansing of GIS data captured from the field, OFC Route Planning based upon the GIS data collected and preparation of Detailed Project Report.

### 1.2. Project Timelines

The proposed work is to be carried out as per the following timelines. "T" as referred to in the table is treated as the date of signing of agreement with the selected Consultant:

Sl. No.	Stage	Timeline (Week)
1.	Preparation of RFP document for selection of GIS survey agency	T + 2
2.	Successful selection of GIS survey agency	T + 5
3.	Providing of GIS Mobile App for data collection	T + 6
4.	GIS Data Collection by GIS survey agency	T + 10
5.	GIS based OFC route planning	T + 14
6.	Preparation of DPR	T + 18

### 1.3. Data Sheet

Sl. No.	Item	Details
1.	Project Name	"Selection of Consultant for Preparation of Detailed Project Report for BharatNet (Phase-II) in Sikkim"
2.	Bid Inviting Authority	Centre for Research in Training & Informatics (CRTI), Department of Information Technology, Sectt. Annexe I, Top Floor, Sonam Tshering Marg, Gangtok – 737101, Sikkim
3.	Contact person of the bid	Mr. S.T. Wangdi, Joint Director(DIT)-cum-Executive (CRTI) Email: stwangdi@nic.in
4.	Tender Reference with Date	123/CRTI/214-DIT-16/2017 dated 07 <sup>th</sup> August 2017
5.	Last date for submission of queries	19 <sup>th</sup> August 2017 Address for submission of queries: Centre for Research in Training & Informatics (CRTI), Department of Information Technology, Sectt. Annexe I, Top Floor, Sonam Tshering Marg, Gangtok – 737101, Sikkim, Phone No- (03592) 202601, Tele-Fax- (03592) 207426 Email: stwangdi@nic.in
6.	Last date for receiving queries / seeking clarifications	19 <sup>th</sup> August 2017  No queries would be discussed/ answered/ entertained after 19 <sup>th</sup> August 2017
7.	Publication of Corrigendum (if any) on website on the basis of Pre-Bid queries	22 <sup>nd</sup> August 2017  All corrigendum issued by CRTI in this respect will be given without disclosing the name of interested bidders.
8.	Cost of tender Document (non-refundable)	Rs.10,000/- ( Rupees Ten Thousand only) in the form of a Demand Draft/Pay Order/ Account Payee Banker's Cheque drawn on any Nationalised/Scheduled bank in favour of "Chairman, Centre for Research & Training in Informatics", payable at Gangtok.
9.	Earnest Money Deposit (EMD) (refundable)	Rs. 2,00,000/- ( Rupees Two Lacs only) in the form of a Demand Draft on any Nationalised/Scheduled bank in favour of "Chairman, Centre for Research & Training in Informatics", payable at Gangtok.  The validity of the EMD is 90 days. Bid security shall be refunded to the successful bidder upon signing of contract/agreement with client. For unsuccessful bidders, the bid security shall be refunded after end of the overall bid process.
10.	Performance Security Deposit	10% of the Contract Value in the form of Demand Draft on any Nationalised/Scheduled bank in favour of "Chairman, Centre for Research & Training in Informatics", payable at Gangtok.
11.	Last date and time of submission of Bid	25 <sup>th</sup> August 2017; 03:00pm
12.	Date and time for opening bid & technical presentation	28 <sup>th</sup> August 2017; 11:00am
13.	Venue for opening of bid	Centre for Research in Training & Informatics (CRTI), Department of Information Technology, Sectt. Annexe I, Top Floor, Sonam Tshering Marg, Gangtok – 737101, Sikkim, Phone No- (03592) 202601, Tele-Fax- (03592) 207426

**Note:**

\* No financial information should be submitted under technical bid.

\*The bidder shall bear all costs associated with the presentation and submission of the tender and CRTI will, in no case, be responsible or liable for those costs, regardless of the conduct or the outcome of the bidding process.

## 2. Scope of Work

The project shall be carried out as per the guidelines to be given to the States by the Department of Telecom, Government of India for execution of BharatNet Phase II. The detailed guidelines shall be made available to the consultant after its selection. In Sikkim, the Phase I of the project is being executed by BBNL through BSNL. Phase I project is being executed in 52 GPs in 9 Blocks of Sikkim. The remaining 124 GPs in 22 Blocks of Sikkim are to be covered in Phase II of the project to be taken up by the Govt. of Sikkim. The scope of work of the consultant shall be focussed on the Phase II of BharatNet but not limited to Phase II.

The scope of work of the project is divided into three stages:

- A. RFP Preparation & Bid Management**
- B. Providing Mobile Application for capturing of GIS data**
- C. Preparation of Detailed Project Report**

The scope of work of these three phases is discussed in detail below.

**A. RFP Preparation & Bid Management:** The selected consultant should prepare a RFP for selection of agency for capturing of GIS data. The selected consultant shall perform all the activities related to Bid management till award of contract for the selection of agency for capturing of GIS data.

**B. Mobile Application for capturing of GIS data:** The selected consultant should provide with an android based mobile application to be used for capturing of GIS data to be used by survey agency. The mobile application licence along with cloud storage should be for minimum of three months for unlimited mobile users. The mobile application should be able to capture the following data:

- a. Latitude & Longitude of BSNL exchange.
- b. Latitude & Longitude of Gram Panchayat (GPs) to be covered under Phase II.
- c. Latitude & Longitude of each Electric Pole, Substation, Transformer falling on the route from BSNL Exchange to GPs.
- d. Picture of the each Electric Pole.
- e. Type of poles, Height of pole and available clearance from ground and its substation and feeder.
- f. Standard Code to the pole as unique id.

The mobile app should be able to work in both with or without internet connectivity and the app should be able to sync its data to cloud storage when the internet is made available to the mobile.

The data so captured should be stored in the standard format in the cloud and in secured environment. The cloud storage should be able to sync concurrent data from the field as per field requirement.

### **C. Preparation of DPR**

- (i) **As-Is Assessment:** The selected consultant should evaluate the existing Broadband infrastructure in Sikkim including both Government and Private Sectors to identify existing connectivity gaps (Fibre availability, Network Hubs, Redundancy etc.) for providing connectivity up to village/habitation level and identify bottlenecks in designing high speed broadband backbone network solutions to bridge the identified gaps and bottlenecks as per goals set by the Government of Sikkim.
- (ii) **GIS Mapping:** The selected consultant should prepare a plan for conducting the GIS mapping of electrical poles and towers and other installations as required. The consultant shall have to co-ordinate with the Energy & Power Department, Government of Sikkim or any agency as directed by Govt. of Sikkim and prepare the plan. The base GIS raw map



for Sikkim and licenses of required software shall be provided by the Department for this use.

- (iii) **OFC route mapping:** After GIS co-ordinates have been captured, the Consultant shall prepare the OFC routes between the Block and the GPs on the GIS map with an optimal mix of underground and aerial OFC along the electrical poles. An optimised OFC route needs to be prepared by Consultant.
- (iv) **Design of OFC Network:** The consultant shall be responsible for designing the Technology, Architecture, Topology and Network elements. The design of OFC Network should be complete in all aspects covering Hardware Requirements, OFC and accessories, GPON elements, Software Requirements, Standards, ICT components required.
- (v) **Design the Implementation Plan:** The consultant shall be required to prepare an implementation plan for this project. The options for procurement of the all network components including but not limited to OFC and other accessories shall be prepared. The consultant shall also identify the coordination requirements, and suggesting structures and processes for the same. The consultant shall suggest an effective project management mechanism.

### **3. Terms & Conditions**

#### **3.1. Accountabilities**

- (i) It is CRTI's responsibility to ensure that the consultant has access to documentation owned by CRTI from the immediate beginning of the work and for the duration of that work.
- (ii) It is CRTI's responsibility to ensure that any member of their organisation/division can make themselves available for brief consultation on 1 weeks' notice. CRTI shall provide the consultant with contact details of all such organisation/division employees.
- (iii) It is the consultant's responsibility to ensure that the Project Manager (PM)/ or any other authorized person in full knowledge of the project and the matter under discussion is available to meet with CRTI provided that the meeting relates to the work proposed and/or the objectives proposed.
- (iv) It is the consultant's responsibility to ensure that all objectives proposed and all deliverables proposed are achieved and disclosed prior to the agreed end-date of the project.
- (v) It is the consultant's responsibility to ensure any information it possesses relating to CRTI that is not available in the public domain be treated with the utmost confidentiality and discretion.
- (vi) Where the consultant feels the need to disclose confidential information to a third party, it is their responsibility to ensure that it does so with the explicit permission of CRTI.

#### **3.2. Tender Fee**

Tender document fee of INR10,000/- (Rupees Ten thousand only) in the form of Demand Draft in favour of "Chairman, Centre for Research and Training in Informatics" payable at Gangtok should be submitted along with the Technical bid.

#### **3.3. Earnest Money Deposit**

- (i) An earnest money deposit (EMD) of INR2,00,000/- (Rupees Two Lacs only) in the form of Demand Draft in favour of "Chairman, Centre for Research and Training in Informatics" payable at Gangtok shall have to be submitted by the bidders' along with the bid. The EMD shall be furnished in Indian National Rupees (INR) and should be valid for a period of minimum 90 days.
- (ii) Any bid not secured in accordance with above mentioned clause, shall be rejected by the Purchaser as being non-responsive, without any further correspondence. Unsuccessful bidders' EMD will be discharged / returned after end of the overall bid process.
- (iii) Earnest Money Deposit furnished by selected Bidder shall be refunded after signing of contract and submission of Performance Security Deposit. The EMD can be forfeited if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form or during the bid process, if a Bidder indulges in any such deliberate act that would jeopardize or unnecessarily delay the process of bid evaluation and finalization, or if any information is found wrong / manipulated / hidden in the bid.
- (iv) The decision of the Purchaser regarding forfeiture of the EMD shall be final & shall not be called upon question under any circumstances. No interest will be paid on the EMD.

#### **3.4. Performance Security Deposit**

- (i) The successful bidder shall at his own expense deposit with the CRTI, within fifteen (15) working days of the date of notice of award of the contract or prior to signing of the contract whichever is earlier in the form of Demand Draft on any Nationalised/Scheduled bank pledged in favour of "Chairman, Centre for Research & Training in Informatics", payable at Gangtok.

- (ii) This Performance Security Deposit will be for an amount equivalent to 10% of contract value. All incidental charges whatsoever such as premium; commission etc. with respect to the performance security deposit shall be borne by the bidder. If the accepted Bidder fails to furnish the Performance Security Deposit within the above said period, the EMD remitted by him will be forfeited to the CRTI and his tender will be held void. The Performance Security Deposit furnished by the Bidder in respect of his tender will be returned to him at the end of the contract period subject to submission of all reports to satisfaction.
- (iii) If the Bidder failed to act up on to the tender conditions or backs out when his tender is accepted, his Performance Security Deposit mentioned above will also be forfeited to the CRTI.

### 3.5. Payment Terms

Sl. No.	Milestone / Deliverable	Payment
1.	Preparation of RFP document for selection of GIS survey agency	15% of Consultancy services value
2.	Successful selection of GIS survey agency	15% of Consultancy services value
3.	GIS route plan for all remaining Blocks in Phase II	30% of Consultancy services value
4.	Submission of DPR to Government of Sikkim	30% of Consultancy services value
5.	Approval of DPR by Government of Sikkim and BBNL / DoT, Government of India	10% of Consultancy services value
6.	Mobile Application with cloud storage for capturing of GIS data	80% of the mobile application cost shall be paid on deployment of the application for survey. 20% of the remaining mobile application cost shall be paid post completion of GIS survey and captured data being made available to CRTI.

### 3.6. Bid Submission, Opening of Bids and Award of Contract

Bidders bidding for this work shall submit a Technical Bid and a Financial bid in two separate envelopes and these should then be put in one single envelope with the following clearly written across- **"Selection of Consultant for Preparation of Detailed Project Report And for BharatNet (Phase-II) in Sikkim"**

The Technical bid envelope should have the following written- **"Technical Bid"** which should be clearly labelled on the top of the sealed envelope. The Technical bid should contain among other, the following:

- (i) Covering Letter (Annexure III) on bidder's letterhead.
- (ii) Technical Bid Form (Annexure-I) containing details of the bidder/Consultant
- (iii) Documents as proof against Eligibility Criteria as per Clause 3.8
- (iv) Documents as proof against Evaluation Criteria as per Clause 3.9
- (v) Power of Attorney or Board Resolution for authorised signatory.
- (vi) Project proposal clearly indicating how the bidder would achieve the deliverables as mentioned in Scope of Work of this Tender.
- (vii) Earnest money deposit in the form of a Demand Draft.
- (viii) Tender document fee in the form of Demand Draft.
- (ix) The name and qualification of the Project Manager and each of the resources that would be engaged in the project, clearly indicating his/her experience and domain knowledge.

A separate envelope containing the Commercial Bid should be submitted with the following clearly written on the envelope- **"Financial Bid"**. The Commercial quote should not be mentioned anywhere else in the bid document.

The Tender should be signed on all the pages by the Bidder's authorised signatory and should be affixed with the bidder's Seal.

The representative participating in the bid process should carry a letter of authorisation on the company letter head.

### **3.7. Selection Procedure**

Only the bidders fulfilling the Eligibility Criteria as per Clause 3.8 are allowed to participate in this tender. The envelopes marked "Technical Bid" shall be opened first. The envelopes marked "Financial Bid" shall be kept sealed for opening as per date mentioned in Data Sheet as per Clause 1.3.

#### **Evaluation of Technical Bid:**

Technical mark ( $M_T$ ) will be given on the basis of the evaluation of the Technical Bid and based on the presentation delivered by the eligible bidder as per the Evaluation Criteria mentioned in Clause 3.9. The presentation will be held on as per date mentioned in Data Sheet as per Clause 1.3.

A technical mark below 70 shall disqualify the bid as technically non-responsive. Financial bid of only technically responsive bidders shall be opened.

#### **Evaluation of Financial Bid:**

For financial evaluation, the total cost indicated in the Financial Bid including all Taxes will be considered.

The Lowest financial bid will be allotted a financial mark of 100 marks. The financial marks of other Bidder(s) will be computed by measuring the respective financial bids against the lowest financial bid.

$$\text{Financial Mark } (M_F) = \frac{\text{Lowest Financial Bid Amount}}{\text{Bidder's Actual Financial Bid Amount}} \times 100$$

#### **Combined and Final Evaluation:**

The composite mark is a weighted average of the Technical and Financial Marks. The ratio of Technical and Financial mark is 80:20 respectively. The Composite Mark will be derived using the following formula:

$$\text{Composite Mark} = (M_T \times 0.8 + M_F \times 0.2)$$

Thus, the composite mark shall be out of a maximum of 100 marks. The responsive Bidder(s) will be ranked in descending order according to the composite marks, which is calculated based on the above formula. The highest-ranking Bidder as per the composite mark will be selected in this tender.

### 3.8. Eligibility Criteria

The bidders must meet the following eligibility criteria:

S. No.	Criterion	Specific Requirements	Supporting Documents
1.	Legal Entity	The Bidder should be an Consultancy Company registered under the Indian Companies Act, 1956 or 2013	Certificates of incorporation, PAN & GST Registration
2.	Bidder Turnover	The bidder should have cumulative turnover of Rs.100 Crore in the last three Financial years (FY13-14, FY14-15 and FY15-16)	Extracts from the audited Balance sheet and Profit & Loss Account; OR Certificate from the statutory auditor
3.	ISO Certification	The bidder should be ISO 9001:2008 certified	Copy of valid certificate
4.	Bidder Positive Net Worth	The bidder should have positive Net Worth in each of the last three Financial Years (as on year ending on 31st March 2014, 2015& 2016)	Extracts from the audited Balance sheet and Profit & Loss Account; OR Certificate from the statutory auditor
5.	Bidder Experience	Bidder should have experience in at least 1 projects each of similar nature involving consultancy for implementation of Communication/ Telecom/ Network in a large enterprise/ State Government / Central Government or PSU/ Semi Government organizations / Quasi Governments organizations.	Bidder should submit the following: i. Project Completion Certification from the client in case of completed projects ii. PO / Work Order issued by client
6.	Technical Capability	The bidder should have done at least 3 projects of consulting with any Departments of State Government / Central Government or PSU/ Semi Government organizations / Quasi Governments organizations in India worth minimum of Rs.30 Lacs each.	Completion Certificates from the client; OR Work Order + Self Certificate of Completion (Certified by the Statutory Auditor); OR Work Order + Phase Completion Certificate from the client
7.	Bidder Consulting Capacity	The company should have at least 20 full time Consulting professionals (at least an MBA or equivalent OR B.E./ B. Tech) on the rolls of the company, as on 31st March 2017	Summary Sheet including Name, Qualification, Experience and Certification in management attested by the appropriate authority.

<b>S. No.</b>	<b>Criterion</b>	<b>Specific Requirements</b>	<b>Supporting Documents</b>
<b>8.</b>	Blacklisting	The bidder should not have been black listed or conflict of activities by any State Government, Central Government or any other Public Sector undertaking or a Corporation or any other Autonomous Organization of Central or State Government for breach of Contractual Conditions as on bid calling date. Self-Certificate declaring that the bidder is not black listed to be enclosed.	Self-Declaration Certificate that the Bidder is not blacklisted. (Certificate to be enclosed in the bid duly signed by the authorized signatory on its letter head).
9.	Authorized Signatory	A power of attorney / Board resolution in the name of the person signing the bid.	Original Power of attorney/ Board resolution copy

**Note:**

- (i) The tender fee and EMD to be submitted in original as mentioned in this RFP
- (ii) Bidders must provide supporting documents for the eligibility criteria as mentioned against each criterion and in the same order.
- (iii) Bidders shall provide its proposal covering letter as per format of Annexure-III, organizational details as per Format 1 of Annexure-I.

### 3.9. Evaluation Criteria

The eligible bidders shall be evaluated based on the following criteria and technical mark shall be awarded to the bidders:

S. No	Technical Evaluation Parameter	Evaluation Criteria	Maximum Marks
1.	Past experience of consultancy projects related to setting up of large scale state wide optical fibre network for Government entities in India in last five financial years i.e. FY 2011-12 onwards	3 Marks per such project handled by the bidder along with the features mentioned in the tender  Supporting documents including Purchase Orders	20
2.	Past experience of Similar projects involving consultancy services related to setting up of State level Broadband Networks in India in last five financial years i.e. FY 2011-12 onwards	1 Project: 4 Marks 2 Projects: 7 Marks >2 Projects: 10 Marks  Supporting documents including Purchase Orders	10
3.	Key Resources: Experience and Competence for the assignment  (Evaluation will be done on the basis of qualification, prior experience and suitability for the current project for each proposed expert)	Enclose Summary of the resources proposed as per Format 2 in Annexure-I  Enclose CV as per Format 3 in Annexure-I.  The expected profiles of the key resources and marking are provided in Clause 3.10. The bidders may propose more resources as per their plan but the evaluation shall be carried out on the basis of the mentioned profiles only.	20
4.	Proposed Approach & Methodology	Proposed Approach & Methodology	10
		Project Plan and Manpower Deployment Plan	10
5.	Technical Presentation	Demonstration of understanding of project objectives and scope and methodology of achieving the stated objectives	30
<b>Total Maximum Marks</b>			<b>100</b>



### 3.10. Key Resource Profiles

S. No.	Resource Type	Maximum Marks	Evaluation Criteria
1.	Project Manager	5 marks	<p><b>a. Minimum Qualification:</b> B.E/ B.Tech with PGDM/MBA with preferable valid PMP/Prince2 Certificate and total Years of Experience:</p> <p>i) &gt;7 Years = 5marks            ii) 6 to 7 Years = 3marks            iii) &lt; 6 Years = 0</p>
2.	Network Design Expert	3 marks	<p><b>a. Minimum Qualification:</b> B.E/ B.Tech with preferable valid Network OEM Certification and Experience in Design of OFC / Telecom Network.</p> <p>Overall experience:            i) &gt;6 Years = 3 marks            ii) 4 to 6 Years = 2 marks            iii) &lt; 4 Years = 0</p>
3.	GIS Mapping Expert	3 marks	<p><b>a. Minimum Qualification:</b> Masters (Full time) - Geo-informatics / GIS / Remote Sensing with preferable valid GIS Certification and Experience in GIS planning / mapping.</p> <p>Overall experience:            i) &gt;5 Years = 3marks            ii) 4 to 5 Years = 2 marks            iii) &lt; 4 Years = 0</p>
4.	System Integration Expert	3 marks	<p><b>a. Minimum Qualification:</b> B.E/ B.Tech with preferable valid ITIL Certification Experience in System Integration in ICT / Telecom Infrastructure.</p> <p>Overall experience:            i) &gt;6 Years = 3marks            ii) 4 to 6 Years = 2 marks            iii) &lt; 4 Years = 0</p>
5.	Aerial Fibre Expert	3 marks	<p><b>a. Minimum Qualification:</b> B.E / B.Tech with preferable valid Network OEM Certification and experience of Consulting in Optical Network.</p> <p>Overall experience:            i) &gt;5 Years = 3marks            ii) 4 to 5 Years = 2 marks            iii) &lt; 4 Years = 0</p>
6.	Telecom Domain Expert	3 marks	<p><b>a. Minimum Qualification:</b> B.E / B.Tech and experience of Consulting in Telecom Domain India.</p> <p>Overall experience:            i) &gt; 6 Years = 3 marks            ii) 5 to 6 Years = 2 marks            iii) 3 to 4 Years = 1 mark            iv) &lt; 3 years = 0</p>

### **3.11. General Terms and Conditions of the RFP**

The following general terms and conditions shall apply:

- (i) This RFP may be cancelled without assigning any reasons, thereof, at any time.
- (ii) If any date mentioned in this RFP is declared as a public holiday, the schedule shall be shifted to the next working day.
- (iii) The undersigned reserves the right to cancel any or all of the bids without assigning any reasons thereof.
- (iv) The undersigned reserves the right not to award the bid to the bidder selected on the basis of the selection procedure without assigning any reason.
- (v) In case of any dispute, the jurisdiction of the Courts of Law at Gangtok would apply.
- (vi) Arithmetical errors in the Financial Bid will be rectified on the following basis:
  - a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and will be considered for future calculations.
  - b. If there is a discrepancy between words and figures, the amount in words shall prevail
  - c. If the bidder does not accept the correction of errors, its bid will be rejected and its EMD may be forfeited.

(Sd/-)  
Executive, CRTI

## ANNEXURE-I: Technical Bid Formats

### Format 1: General Information about the Bidder

S. No.	Particulars	Details
1.	Name of the bidder	
2.	Address of the bidder	
3.	Constitution of the bidder	
4.	Name & designation of the contact person	
5.	Telephone No.	
6.	Email of the contact person	
7.	Fax No.	
8.	Website	
9.	Certificate of Incorporation	
10.	No. of years in consulting business	
11.	No. of employees/Consultants having experience in consulting	
12.	Technical Certifications obtained	
13.	Income Tax Registration/ PAN Card No.	
14.	Goods & Service Tax Registration No.	

### Format 2: Proposed Resources:

S. No.	Name	Proposed Position	Qualification	Experience
1.				
2.				

**Format 3: Curriculum Vitae of the proposed resources**

<b>S. No.</b>	<b>Particular</b>	<b>Details</b>
1.	Name	
2.	Proposed Position	
3.	Date of Birth	
4.	Educational Qualification	
5.	Certifications / Trainings	
6.	No. of years of relevant experience	
7.	Key Projects / Responsibilities handled	

**Format 4: Project Experience**

<b>S. No.</b>	<b>Name of the Project</b>	<b>Client Name &amp; Address</b>	<b>Brief Scope of Work</b>	<b>Project Value (in INR)</b>	<b>Project Period (From – To / Ongoing)</b>	<b>Page Ref. of Supporting Documents in the Technical Bid</b>
1.						
2.						

## ANNEXURE-II: Financial Bid Format

**Financial Bid Format:**

S. No.	Description	Amount (in INR) Including all taxes
1.	Consultancy services for RFP Preparation & Bid Management, OFC Route planning and DPR preparation	
2.	Mobile Application with cloud storage for capturing of GIS data	
	<b>TOTAL</b>	

Total Charges (in INR).....(in words)

**Note:**

- (i) The amount quoted shall be inclusive of all taxes and fees.
- (ii) Income tax will be deducted at source from the payments made as per the law applicable in India.

## ANNEXURE-III: Proposal Covering Letter

COVERING LETTER REQUESTING SELECTION OF CONSULTANT for Preparation of Detailed Project Report for BharatNet-II in Sikkim

Date:

Reference No.: RFP/.....

*[Bidders are required to submit the covering letter as given here on their letterhead]*

To  
The Chairman,  
Centre for Research in Training & Informatics (CRTI),  
Department of Information Technology,  
Sectt. Annexe I, Top Floor,  
Sonam Tshering Marg, Gangtok – 737101, Sikkim

Dear Sir,

We ..... (Name of the bidder) hereby submit our proposal in response to notice inviting tender date ..... and tender document no. .... and confirm that:

1. All information provided in this proposal and in the attachments is true and correct to the best of our knowledge and belief.
2. We shall make available any additional information if required to verify the correctness of the above statement.
3. Certified that the period of validity of bids is 180 days from the last date of submission of proposal, and
4. We are quoting for all the services mentioned in the tender.
5. We the Bidders are not under a Declaration of Ineligibility for corrupt or fraudulent practices or blacklisted by any of the Government agencies.
6. We are submitting our eligibility documents and technical bid documents along with the following:
  - a. A soft format in form of a CD/DVD clearly hyperlinking all the relevant scanned documents and highlighting relevant portions of the document for ease of evaluation. This is in addition to the paper documents in hard copy format to be submitted by the bidders and needs to be handed over along with bids.
  - b. The hard copy format is also similarly indexed, flagged and highlighted at relevant places.
7. We, the undersigned, having carefully examined the referred RFP, offer to Propose for the selection as a Consulting Firm, in full conformity with the said RFP.
8. We have read all the provisions of RFP and confirm that these are acceptable to us.
9. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.
10. We agree to abide by this Proposal, consisting of this letter, our Technical and Commercial Proposals, and all attachments, for a period of 180 days from the date fixed for submission of Proposals as stipulated in the RFP and modifications resulting from contract negotiations, and it shall remain binding upon us and may be accepted by you at any time before the expiry of that period.
11. Until the formal final Contract is prepared and executed between us, this Proposal, together with your written acceptance of the Proposal and your notification of award, shall constitute a binding contract between us.
12. We declare that we do not have any interest in downstream business, which may ensue from the RFP prepared through this assignment.
13. We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation or misinterpretation contained in it may lead to our disqualification.

14. We understand you are not bound to accept any proposal you receive, not to give reason for rejection of any proposal and that you will not defray any expenses incurred by us in bidding.
15. Demand Draft: Draft No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ for Rs.2,00,000/- is enclosed towards EMD.
16. Demand Draft: Draft No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ for Rs. 5,000/- is enclosed towards RFP document cost.

Signature.....

In the capacity of.....

Duly authorized to sign Proposal for and on behalf of.....

Date..... Place.....

[\*: Strike off whichever is not applicable]