REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF AN AGENCY FOR DESIGN, DEVELOPMENT, IMPLEMENTATION, OPERATIONS AND MAINTENANCE OF THE TPVD WEB-GIS PORTAL FOR THE STATE OF GUJARAT

Draft RFP# TPVD/e-gov/Web-GIS Version – Date of Publish

GeM Bid# GEM/2026/B/8245264

Issued by: -

Town Planning & Valuation Department
O/o The Chief Town Planner
Rd Number 3, Opp. St. Xavier's School,
Sector 10A, Gandhinagar, Gujarat 382010

Last date of submission of pre-bid queries: As per GeM Bid Document.
Date of pre-bid meeting: As per GeM Bid Document at CTP Office
Last date for submission of Bids (Online): As per GeM portal
Date of opening of bids: As per GeM portal

DISCLAIMER

- The information contained in this Request for Proposal document (herein after referred to as “RFP”) or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Chief Town Planner, Town Planning & Valuation Department, Government of Gujarat (herein after referred to as “TPVD”), (the “Tenderer” or the “Authority” or the “Client”) or any of their employees, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
- The purpose of this RFP is to provide interested parties with information that may be useful to them in making their financial offers pursuant to this RFP (the “Bid”). This RFP includes statements, which reflect various assumptions and assessments arrived at by TPVD in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for TPVD, its employees to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements, and information contained in this RFP, may not be complete, accurate, adequate, or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements, and information contained in this RFP and obtain independent advice from appropriate sources.
- Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. TPVD accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
- TPVD, its employees make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Bid Stage.

- TPVD also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.
- The issue of this RFP does not imply that TPVD is bound to select a Bidder or to appoint the Service Provider for Solution and TPVD reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.
- The Bidder shall avail its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the TPVD, or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and TPVD shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

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Acronyms and Explanation of Terms Used

Abbreviations & Acronyms	Description
AA	Appropriate Authority i.e. Local Authority or Development
Agency / Service Provider/ Selected Bidder	Selected Implementation Agency for the Project
API	Application Programming Interface
BEC	Bid Evaluation Committee
BOM	Bill of Material
BoQ	Bill of Quantities
CA	Contract Agreement
CAD	Computer Aided Drawing
CERT-In	Indian Computer Emergency Response Team
CGDCR	Comprehensive General Development Control Regulations
COTS	Commercial Off the Shelf Product
CTP	Chief Town Planner
DC	Data Centre
DIT	Directorate of ICT & e-governance
DP	Development Plan
DR	Disaster Recovery
ERP	Enterprise Resource Planning
FAQ	Frequently Asked Questions
FAT	Functional Acceptance Test
FRS	Functional Requirement Specifications
FTE	Full Time Employees
GEM	Government e-Marketplace
GIL	Gujarat Informatics Limited
GIS	Geographic Information System
GOG	Government of Gujarat
GOI	Government of India
GSDC	Gujarat State Data Center
GST	Goods and Services Tax
GTPUDA	Gujarat Town Planning & Urban Development Act, 1976
HA	High Availability
HLD	High Level Design
ICT	Information and Communication Technologies
IEC	Information, Education & Communication
IP	Intellectual Property
ISO	International Organization of Standardization

IT	Information Technology
JPG	Joint Photographic Experts Group
LAN	Local Area Network
LLD	Low Level Design
LOA	Letter of Acceptance
LOI	Letter of Intent
MAF	Manufacturer's Authorization Form
MIS	Management Information System
OA	Other Agency
O&M	Operation and Maintenance
ODPS	Online Development Permission System
OEM	Original Equipment Manufacturer
OS	Operating System
PAN	Permanent Account Number
PDF	Portable Document Format
PIC	Preliminary Implementation Certificate
POR	Persons on Record
PQ	Prequalification
PT	Performance Tests
RA	Referral Agency
RCA	Root Cause Analysis
RDBMS	Relational Database Management System
RFP	Request for Proposal
SA	State Authority i.e. UD&UHD / TPVD
SIC	Successful Implementation Certificate
SIT	System Integration Test
SLA	Service Level Agreement
SRS	Software Requirement Specifications
T&C	Terms and Conditions
TAN	The Tax Deduction and Collection Account Number
TEC	Tender Evaluation Committee
TPVD	Town Planning & Valuation Department
TPS	Town Planning Scheme
UAT	User Acceptance Testing
UD&UHD	Urban Development & Urban Housing Department
ULB	Urban Local Body
UPS	Uninterrupted Power Supply
USP	Unique Selling Proposition

SECTION – 1: Introduction

1.1 Introduction of RFP

- The Town Planning and Valuation Department (TPVD), Government of Gujarat, is responsible for planning and development-related activities including Development Plans (DP), Town Planning Schemes (TPS) and other related functions.
- TPVD intends to establish an integrated State-wide digital platform comprising a Web-GIS, supported by MIS, dashboards, analytics and integration with relevant Government systems along with development of customized module for TPS preparation.
- The proposed project shall facilitate digitization, geo-referencing, management and visualization of DP, TPS and related spatial and non-spatial records; MIS and decision support; integration with ODPS, Revenue Land Records and other Government systems; and continuous updation and improvement of the system.
- The platform shall provide appropriate facilities for public viewing and authorized departmental use, with the objective of simplifying existing processes, reducing manual intervention, improving transparency and enabling effective monitoring and decision-making.
- Accordingly, TPVD intends to select a technically competent Agency for design, development, implementation, data migration, integration, operations and maintenance of the proposed system.
- This RFP defines the scope, functional and technical requirements, implementation framework, deliverables, service levels and other terms and conditions for execution of the project.

1.2 Information Regarding RFP

Proposal in the form of bid is requested for the item(s) in complete accordance with the documents/attachments as per following guidelines.

i. Bidder shall upload their bids on https://gem.gov.in/
ii. The bid security shall be submitted in a separate sealed envelope super scribed with the bid document number to mentioned office under section 1.3.
iii. Bids complete in all respects should be uploaded on or before the bid due date.
iv. Technical Bids will be opened in the presence of Bidders' or their representatives who choose to attend on the specified date and time.

v. In the event of the date specified for receipt and opening of bid being declared as a holiday for TPVD office, the due date for submission of bids and opening of bids will be the next working day at the appointed time.

vi. Services offered should be strictly as per requirements mentioned in this Bid document.

vii. Please spell out any unavoidable deviations, clause/ article-wise in your bid under the heading 'Deviations'.

viii. Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical / commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.

ix. The bid submitted should be valid for a period of 180 days from the date of bid opening.

x. Notwithstanding anything contained in this RFP document, following IT related condition is hereby inserted with overriding effect.

a) Infrastructure, Software Licensing and Technology Responsibility

a. The Service Provider shall be responsible for the complete technology setup, configuration, installation, integration, deployment, testing, commissioning, maintenance, support and lifecycle management required for successful implementation, operation and maintenance of this Project throughout the contract period.

b. For the UAT, Staging, Development, Testing and other non-production environments, the Service Provider shall be responsible for arranging, provisioning, configuring and maintaining all required infrastructure, software, licenses, tools, utilities, middleware and other technology components necessary for the proposed solution. Service Provider must establish, maintain and keep the UAT environment operational throughout the Development & Implementation phase and O&M period, whenever required for testing changes/ releases.

c. For the Production Environment at the State Data Center (SDC), the required hardware infrastructure shall be provided and/or procured by TPVD/GSDC/State Authority, as applicable. The Service Provider shall, however, be responsible for assessing and specifying the

complete infrastructure requirements of the proposed solution, including server capacity, processor, memory, storage, network requirements, high availability, scalability, backup, disaster recovery, security and other related requirements.

d. The Service Provider shall provide complete and accurate Bill of Quantity (BoQ), sizing, technical specifications, configuration and infrastructure requirements to TPVD/GSDC/State Authority sufficiently in advance for provisioning of the production infrastructure. The Service Provider shall also verify the adequacy of the infrastructure provided and shall be responsible for ensuring that this Project performs in accordance with the requirements specified in this RFP.

e. Any hardware expansion, upgradation, reconfiguration, additional capacity, performance optimization or other infrastructure-related activity required during the contract period for maintaining the required performance, scalability, availability and security of this Project shall be identified and technically supported by the Service Provider and shall be carried out in coordination with TPVD/GSDC/State Authority, as applicable.

b) Software Licensing Responsibility

a. TPVD/GSDC/State Authority shall provide/procure only the required Operating System (OS) licenses for the production hardware infrastructure made available for this Project.

b. Except for the Operating System licenses specifically provided/procured by TPVD/GSDC/State Authority, the Service Provider shall be solely responsible for identifying, procuring, supplying, installing, configuring, integrating, licensing, maintaining, renewing, upgrading and supporting all software and technology components required for complete and successful implementation, operation, maintenance, security and support for this Project.

c. This responsibility shall include, but shall not be limited to:

- Database Management System (DBMS) licenses;
- Application server and web server software/licenses;
- Middleware and integration software;
- Runtime and development software/licenses, wherever applicable;

- GIS software and associated licenses;
- Reporting and analytics software;
- Security and application protection software;
- Monitoring, logging and alerting tools;
- Backup and recovery software, wherever applicable;
- API management, messaging and communication components;
- Commercial/proprietary third-party libraries and components;
- Enterprise support subscriptions;
- OEM support and maintenance;
- Any specialized software or utility required for the proposed technology architecture; and
- Any other software, license, subscription, tool or technology component required for the complete, secure, reliable and effective functioning of this Project.

d. The Service Provider shall undertake a comprehensive assessment of all software and licensing requirements based on the proposed architecture, technology stack, anticipated user load, scalability, performance, security, availability, integration, backup, disaster recovery and operational requirements.

e. The Service Provider shall ensure that all software and licenses procured by it are genuine, valid, legally compliant and sufficient for the entire contract period. All applicable license fees, subscription charges, enterprise support charges, maintenance charges, renewal charges, upgrade charges and other associated costs shall be borne by the Service Provider.

c) Software Support, Upgrade and Lifecycle Management

a. The Service Provider shall ensure that all software components deployed as part of this Project remain supported by the respective OEM/software publisher and within their supported lifecycle throughout the contract period.

b. The Service Provider shall be responsible for all applicable:

- Software patches and updates;
- Security patches;
- Minor and major version upgrades;

- License renewals;
- Subscription renewals;
- Enterprise/OEM support renewals;
- Technology upgrades;
- Compatibility upgrades;
- Security-related upgrades; and
- Software replacement or migration necessitated by technology obsolescence.

c. In the event that any software component reaches End-of-Life (EOL), End-of-Support (EOS), becomes obsolete, is discontinued by the OEM, is no longer commercially supported, or becomes unsuitable due to security, performance, compatibility or technology requirements, the Service Provider shall, at its own cost, provide the required upgraded or replacement software.

d. Such upgrade or replacement shall include, wherever applicable, new licenses, subscription fees, enterprise support, installation, configuration, integration, migration, data migration, customization, testing, performance testing, security testing and deployment necessary to ensure uninterrupted functioning of this Project.

e. The Service Provider shall ensure that no software component forming part of this Project is knowingly deployed or continued in production beyond its OEM-supported lifecycle without prior written approval of TPVD.

f. Any license renewal, version upgrade, major version upgrade, technology migration, replacement or additional licensing required during the contract period to maintain the security, compatibility, performance, availability and supported status of this Project shall be the responsibility of the Service Provider.

d) Compatibility and Integration Responsibility

a. The Service Provider shall be responsible for ensuring compatibility, interoperability and seamless integration of all hardware and software components forming part of the proposed solution.

b. Where the Operating System is provided by TPVD/GSDC/State Authority, the Service Provider shall ensure that all software components proposed by it are compatible with the OS version and configuration provided by the State Data Center.

c. If the proposed software requires a different or upgraded OS version for proper functioning, the Service Provider shall identify such requirement during the design and implementation stage and shall coordinate with TPVD/GSDC/State Authority for the required infrastructure arrangement.

d. The Service Provider shall be responsible for ensuring that all software components, licenses, middleware, utilities and other technology components required for proper integration and functioning of the proposed solution are identified and provided in accordance with the requirements of this RFP.

e) Security and Compliance

a. The Service Provider shall ensure that all software deployed as part of this Project is appropriately licensed, securely configured and maintained in accordance with applicable Government of India and Government of Gujarat policies, standards, security requirements and applicable laws.

b. The Service Provider shall ensure timely application of security patches, critical updates and vulnerability fixes for all software components under its responsibility.

c. Where a security vulnerability is identified in any software component, the Service Provider shall assess the impact and provide the required patch, fix, workaround or upgrade and implement the same within the timelines prescribed under the applicable SLA or as directed by TPVD.

f) UAT, Staging and Production Readiness

a. The Service Provider shall be responsible for complete setup and readiness of the UAT and Staging environments, including all required software, licenses, configurations, middleware, application components, databases, integrations, security controls, monitoring and other required technology components.

b. For the Production Environment, the Service Provider shall coordinate with TPVD/GSDC/State Authority for provisioning of the required hardware and OS licenses and shall thereafter be responsible for complete installation, configuration, hardening, deployment, integration, testing and production readiness of all software and application components.

c. The Service Provider shall ensure that the Production Environment is fully ready for deployment before commencement of production operations and shall provide all necessary technical support during deployment, migration, go-live and stabilization.

1.3 Instruction to the bidders for online bid submission

i. Tender documents are available only in electronic format which Bidders can download free of cost from Government e Marketplace (GeM).

ii. The bids have been invited through e-tendering route, i.e., the eligibility criteria, technical and financial stages shall be submitted online on the website

https://gem.gov.in ;. https://gil.gujarat.gov.in/Tenders

iii. Bidders who wish to participate in this bid, will have to register on GEM.

iv. Interested and eligible Bidders are required to upload the eligibility related document in eligibility bid section, technical related document in technical bid section & commercial bid in commercial bid section. The Bids should be accompanied by a bid security as specified in this Bid Document. The Technical & Commercial Bid must be uploaded to https://gem.gov.in on or before the last date and time of submission of the bid.

v. In case of any clarifications required, bidders shall contact the officials below before the Pre-Bid meeting date.

vi. In case the bidders need any support related to electronic bidding on

https://gem.gov.in, bidder may contact the following office:

General Manager (Software Procurement)
e-Governance Division, Gujarat Informatics Ltd.
Block No. 2/2, Karmayogi Bhavan, Sector-10A, Gandhinagar-382010
Email: dgmapp-gil@gujarat.gov.in, gm-sp-gil@gujarat.gov.in,
Contact No. 079-232 55950

1.4 Fact Sheet

#	Particular	Remarks
1	Tender No.	GEM/2026/B/8245264
2	RFP#	TPVD/e-gov/2026/Web-GIS Dated:- Date of float RFP
3	Nature of Work	Design, Development, Implementation, Operations and Maintenance of the TPVD Web-GIS Portal for the State of Gujarat
4	Authority	Town Planning & Valuation Department Office of The Chief Town Planner Opp. St. Xavier School, Sector 10/A, Gandhinagar, Gujarat – 382010
5	Date of issue of RFP Document	As per GEM
6	Contract Period	Implementation Period – 12 months + O&M Period – 3 Years
7	Pre-Bid Meeting	As per GEM Bid
8	Start date for Submission of Proposals	As per GEM Bid
9	Last date for Submission of Proposals	As per GEM Bid
10	Date of Opening of Un-priced bid & Technical Stage	As per GEM Bid
11	Date & Time of opening of Commercial stage	As per GEM Bid
12	Validity of the Bid	180 (one hundred eighty) days from bid opening
13	Venue of pre-bid meeting, opening of Technical & Commercial Bid/s	Town Planning & Valuation Department Office of The Chief Town Planner Opp. St. Xavier School, Sector 10/A, Gandhinagar, Gujarat – 382010 (Any update will be communicated prior to scheduled meeting)
15	Bid security (EMD)	Rs. 22,50,000/- (Rupees Twenty Lakhs Fifty thousand only)

16	Proposal Validity	180 days from the Proposal's submission date
17	TPVD Contact Person	Shri. Harpal S. Dave Additional Chief Town Planner Office of The Chief Town Planner, Gandhinagar E-mail: actp-admin-gnr@gujarat.gov.in Phone :
18	Contact Details from GIL	(I/c) General Manager, GIL Email: gm-sp-gil@gujarat.gov.in
18	Joint Ventures / Consortium	No Consortium is Allowed

Notes:

i. The TENDERER reserves all the rights to cancel the process and reject any or all the proposals at any time.

ii. No contractual obligation whatsoever does arise from the RFP document/ process unless and until a formal contract is signed and executed between the TENDERER and the successful Bidder.

iii. The TENDERER disclaims any factual or other errors in the RFP document (the onus is purely on the individual proposers to verify such information) and the information provided therein are intended only to help the proposers to prepare a logical proposal.

iv. The Bidders are advised to study and go through GTPUD Act, 1976 and Rules, 1979; and relevant regulatory framework; along with all its amendments, to understand the context of this Project.

1.5 Interpretation

In this RFP, unless the context otherwise requires:

a) The singular includes the plural and vice versa, and any word or expression used in the singular has the corresponding meaning used in the plural and vice versa.

b) Reference to any gender includes the other genders.

c) Unless otherwise stated, a reference to a Clause, Sub-Clause, Paragraph, Sub paragraph, Annex, Exhibit, Attachment, Schedule, or Recital is a reference to a Clause, Sub-Clause, Paragraph, Sub paragraph, Annex, Exhibit, Attachment, Schedule, or Recital of this RFP.

d) A reference to any agreement is a reference to that agreement and all annexes, attachments, exhibits, schedules, appendices, and the like incorporated therein, as the same may be amended, modified, supplemented, waived, varied, added to, substituted, replaced, renewed, or extended, from time to time, in accordance with the terms thereof.

e) The terms "include" and "including" shall be deemed to be followed by the words "without limitation", whether so followed, or mentioned in this RFP.

f) A reference to a "writing" or "written" includes printing, typing, lithography and other means of reproducing words in a visible form.

g) Any date or period outlined in this RFP shall be such date or period as may be extended by the Authority, in its absolute discretion.

h) A reference to "month" shall mean a calendar month, a reference to "week" shall mean a calendar week and a reference to "day" shall mean a calendar day, unless otherwise specified.

i) The terms "hereof", "herein", "hereto", "hereunder" or similar expressions used in this RFP mean and refer to this RFP and not to any Article, Clause or Section of this RFP.

j) The terms "Article", "Clause", "Paragraph" and "Schedule" mean and refer to the Article, Clause, Paragraph and Schedule of this RFP so specified.

k) the words "other", "or otherwise" and "whatsoever" shall not be construed ejusdem generis or be construed as any limitation upon the generality of any preceding words or matters specifically referred to.

l) In the case of any conflict, discrepancy, or repugnancy between the provisions of the RFP and the provisions of the Agreement or any other documents, provisions of the Agreement shall prevail over and supersede the provisions of other documents.

m) In the event of any disagreement or dispute between the Authority and a Bidder regarding the materiality or reasonability of any matter including any event, occurrence, circumstance, change, fact, information, document, authorization, proceeding, act, omission, claims, breach, default or otherwise, the opinion of the Authority as to the materiality or reasonability of any of the foregoing shall be final and binding on the Bidder/ Service Provider.

n) The descriptive headings of Articles and Sections are inserted solely for convenience of reference and are not intended as complete or accurate descriptions of content thereof and shall not be used to interpret the provisions of the Agreement.

o) Words and abbreviations, which have well-known technical or trade/commercial meanings are used in this RFP in accordance with such meanings; and

p) References to any law of GOI or GOG having direct or indirect influence in this project, shall include references to such law or delegated legislation as it may, after the date of this RFP, from time to time be amended, supplemented, or re-enacted.

q) Reference to any techno-legal terms in the detailed scope of work shall include references to legislations or delegated legislations as it may, after the date of this RFP, from time to time be amended, supplemented, or re- enacted.

r) Unless otherwise specified, UD&UHD and TPVD, both shall be considered as a State Authority with regards to this project. All Bidders & Service Providers shall ensure that any communication necessitated for the purpose of this RFP during entire contract period shall be to TPVD. However, UD&UHD shall enjoy all access rights equally to TPVD and it may at its discretion issue any general/ specific directions regarding to this Project.

SECTION – 2: Evaluation of Bid

Part A – Pre-Qualification (PQ) Criteria

Sr.	Eligibility Criteria	Requirement	Supporting Documents
1	Legal Entity	The bidder must be a legally registered entity in India for at least the last five financial years (as on 31st March 2026). The entity can be: a. Company under Companies Act, 1956 / 2013 b. LLP under LLP Act, 2008 c. Partnership under Indian Partnership Act, 1932	Certificate of Incorporation/ Registration Copies of Articles of Association (in case of company) OR Partnership deed (in case of partnership firm) OR Self-Certificate in Letter Head in case of Proprietorship along with GSTIN certificate
2	Financial Turnover	The Bidder should have an average annual turnover from IT Software related services (Software Development/ Software Customization/ Software Implementation and O&M) of at least Rs. 15 cr. During each of the last three financial years (FY 23-24, FY24-25 & FY 25-26). Note: Turnover of only the bidding entity will be considered. Turnover of any parent, subsidiary, associated or other related entity will not be considered.	The Bidder should submit below documents – a) CA certified and audited Balance Sheet and Profit & Loss statement for last three audited financial years (FY 23-24, FY24-25, FY 25-26). b) CA Certificate mentioning turnover from the said business in financial years (FY 23-24, FY24-25 & FY 25-26).

3	Positive Networth	The Bidder should have Positive Net Worth in last three financial years (FY 23-24 , FY24-25 & FY 25-26).as per the audited Balance Sheet	The Bidder should submit below document – a) CA Certificate mentioning Company Net Worth from the said business in financial years (FY 23-24, FY24-25 & FY 25-26)
4	Similar Work Experience	The Bidder should have successfully executed projects related to provision of data on Web-GIS with access to various user groups / Area based Planning Application with regards to Development, Customization, Testing, Implementation and Operations & Maintenance with below mentioned value for any Central Govt./ State Govt./ PSUs/ Govt Organisations during last ten years (10) from the date of bid submission. (1) One project with the value of at least 6 crore or (2) Two projects with the value of at least 3.75 crore or (3) Three projects with the value of at least 3 crore	The Bidder should submit below documents for each Project – a. Copy of Work Order/ Contract Agreement indicating value of such project. and b. Completion Certificate / Go-Live Certificate / On-going Certificate signed and sealed from respective clients. With regards to cited projects, Bidder shall also submit Executive Summary of particular project with client details such as Name, designation, Contact No., Email Id, Project Link, etc.
5	Certifications	The bidder must hold valid certifications, as per category/ tier-based eligibility: 1) ISO 9001:2015 – Quality Management System or	Valid certificate copies in the name of the bidder.

		ISO 20000-1:2018 and 2) CMMI Level 3 or above	
6	Manpower Strength	The Bidder / Lead Bidder (In case of consortium) shall have minimum 50 technical professionals in managed in software development, digitization services, system integration etc.	HR Certificate duly signed by Authorized Signatory.
7	OEM Authorization and Support Commitment	The bidder shall furnish Manufacturer Authorization Form(s) / OEM authorization for the proposed software/ products/platforms and shall ensure minimum support commitment from OEMs (if applicable) for the duration prescribed under this RFP.	MAF / OEM authorization letters
8	Mandatory Undertakings/ Declarations	Bidder should not have been blacklisted/debarred by any Government/Public Sector organization in India. Not insolvent Neither of their directors or senior leadership have pending criminal proceedings or convicted for any criminal charges. Bidder should disclose ongoing material litigation, if any. Restriction on participation of foreign agencies from countries sharing land boundary with India.	The Bidder should submit Self-declaration duly signed and stamped by the Authorized Signatory in the format described in RFP.

9	Local Office	The Bidder should have local presence and should have an office in Gujarat. In case bidder does not have office in Gujarat, bidder should give an undertaking to open an office in Gujarat within 45 days from the date of award of work order as per format in RFP.	Submit Copies of any one of the followings: Property Tax / Electricity Bill/ Telephone Bill / GST Registration / Lease agreement etc. Or Submit Undertaking to open Office in Gujarat. & Proof of Office to be submitted (i.e. Property Tax / Electricity Bill/ Telephone Bill / GST Registration /Lease agreement etc.) after opening of Office in Gujarat.
9	Land border Undertaking	The bidder shall submit an undertaking confirming compliance with Rule 144(xi) of the General Financial Rules (GFR), 2017, as amended from time to time, and the applicable orders issued by the Government of India regarding restrictions on bidders from countries sharing a land border with India.	Undertaking with respect to Compliance of Restrictions for Countries, which share land border with India – as stipulated by Govt. of India as per format in RFP.

Part B – Technical Evaluation Criteria (Max. 100 marks)

Sr.	Criteria	Max. Marks	Evaluation Basis	Supporting Documents
1	**Company Turnover**	**10**	Average Annual Turnover during last three financial years (FY 2022-23, FY 2023-24 and FY 2024-25): ₹15 Cr to < ₹20 Cr = 05 Marks; ₹21 Cr to < ₹25 Cr = 07 Marks;	Average Annual Turnover during last three financial years (FY 2022-23, FY 2023-24 and FY 2024-25): ₹5 Cr to < ₹7 Cr = 15 Marks;

			₹26 Cr and above = 10 Marks **D**ocuments required a**s per PQ Criteris**	₹7 Cr to < ₹09 Cr = 20 Marks; ₹09 Cr and above = 25 Marks
2	**Development Experience**	**15**	The bidder should have experience of Design, Development, implementation & maintenance of Software projects having minimum value of INR 1 Cr for any Central/State Government Department/ PSU in India during last 7 years as on date of bid submission (For Each eligible project, 5 marks will be awarded) Number of projects as proposed below. - >=3 Projects: 15 Marks - 2 Projects: 10 Marks - 1 Projects: 05 Marks	Supporting Document required ; 1. Work Order/ Contract order clearly highlighting the scope of work and value of the contract/ order 2. Completion/ Go-live Certificate issued and signed by the competent authority of the client entity on its letterhead.
3	Experience in Digitization, Geo-referencing and GIS-ready TPS	10	>200 TPS: 10 marks; 101–200: 7.5 marks; 51–100: 5 marks; 25–50: 2.5 marks; <25: 0 marks	Work Order/Agreement + Completion/ Certificate clearly mentioning scope and quantum of work
4	Manpower Strength	10	Bidder should have below technical in the field of IT/GIS manpower as required in PQ. 1. 50 – 100 IT Technical Manpower – 05 marks 2. More than 100 IT Technical Manpower – 10 Marks	As per PQ Criteria's
5	Experience in development of Web-GIS based platform	10	Spatial Planning related Web-GIS platform for state-wide / multiple cities	a. Copy of Work Order/ Contract

			with one of its city having population above 10 lakhs – 10 marks Spatial Planning related Web-GIS platform for City specific solution with population greater than 10 lakhs or area coverage above 100 sq.km. – 7 marks Any Web-GIS platform for coverage area greater than 1000 sq.km. – 4 marks	Agreement indicating value of such project. and b. *Completion Certificate / Go-Live Certificate / On-going Certificate signed and sealed from respective clients. *Completion Certificate with such details clearly mentioned or TOR as an attachment. Certificate from Govt. Authority certifying such works have been undertaken by particular Agency.
6	Experience in delivering similar nature of work.	10	Experience of working with DP and TPS (including F-Form linking) – 5 marks Experience of digitizing plans from hardcopies and physical survey-	Completion Certificate with such details clearly mentioned or TOR as an attachment. Certificate from Govt. Authority

			based ground truthing – 5 marks	certifying such works have been undertaken by particular Agency.
7	Demonstration / Proof of Concept	15	TPVD to share sample PDFs* of DP and TPS with F-Form. Bidder shall provide demonstration using those sample at the time of Presentation. Demonstration shall cover proposed Web-GIS visualization, F-Form linking, spatial/ non-spatial data integration, search/ query, MIS/ dashboard and analytics.	Live / Hands on demonstration as per prescribed use case and sample data. * Note: Details to be shared through email to bidders qualifying PQ Criteria.
8	Technical Presentation	20	- Understanding of Scope of Work - Offered Solution – RFP Scope wise, clause by clause i.e. what kind of solution is proposed viz-a-viz given requirement in Scope of Work - Proposed record digitization & survey-based ground truthing strategy - Proposed Innovations and use of new technologies such as AI / ML,etc. - Proposed SDLC, Technical	Technical Presentation shall be made in front of BEC and Project Proposal covering these points shall be submitted at the time of online submission. * Demonstration / Proof of Concept and Technical Presentation shall be delivered by proposed Project

			Architecture, security features, and IPR - Proposed timeline and workplan - Proposed Team including Project Executive* and specific time working on TPS Preparation Module along with officials working on this project onsite / offsite and Project Management Strategy	Executive for this project.
	Total	**100 Marks**		

Minimum Qualifying Marks in Technical Evaluation

1. The bidder must secure a minimum of 60 marks out of 100 in the Technical Evaluation in order to qualify for opening of Commercial Bid.
2. Only those bidders achieving the minimum qualifying technical score shall be treated as technically qualified.
3. Commercial bids of bidders scoring below the minimum qualifying technical marks shall not be considered for further evaluation.

UD&UHD/ TPVD reserves the right to revise the minimum technical threshold if deemed necessary in the interest of competition, subject to recording reasons and compliance with applicable procurement norms.

Commercial Evaluation

Commercial evaluation shall be carried out only for technically qualified bidders securing the minimum qualifying technical score of 60 marks out of 100.

Commercial Score (Fc)

- The bidder quoting the lowest evaluated price (L1) shall be assigned a Commercial Score = 100.
- The Commercial Score of other bidders shall be computed using the formula:

$$Fc = (L1 / C) \times 100$$

Where:

- Fc = Commercial Score
- L1 = Lowest evaluated commercial quote among technically qualified bidders.
- C = Evaluated commercial quote of the bidder under consideration.

QCBS (Quality-cum-Cost Based Selection) Methodology

The selection shall be based on QCBS method with the following weightage:

- Technical Weight (T) = 70%
- Commercial Weight (C) = 30%

Final Score Formula:

S = (Tt × 0.70) + (Fc × 0.30)

Where:

- S = Final Score
- Tt = Technical Score obtained out of 100 marks.
- Fc = Commercial Score

➢ Illustration of QCBS Calculation (Minimum Cutoff = 60 Marks)

Step 1: Technical Scores

Bidder	Technical Score (Tt)	Status
Bidder A	78	Qualified
Bidder B	65	Qualified
Bidder C	52	Disqualified
Bidder D	48	Disqualified

➢ Only Bidder A and B proceeds for commercial stage.

Step 2: Commercial Quotes

Bidder	Quote (₹ Cr)
Bidder A	4.5
Bidder B	5.5

➢ L1 = Bidder A (100)

Step 3: Commercial Scores

Bidder	Calculation	Fc
A	(4.5/4.5) × 100	100.00

B	(4.5/5.5) × 100	81.81

Step 4: Final QCBS Scores

Bidder	Technical (Tt×0.70)	Commercial (Fc×0.30)	Final Score
A	54.60	30.00	84.60
B	45.50	24.54	70.04

- Final Result: Bidder A secures the highest combined QCBS Score (84.6) and shall be ranked L1 (QCBS) and recommended for award.

Conditions Relating to Technical Presentation

1. TPVD/GIL will prescribe the date, time, mode, and duration of the presentation.
2. The bidder shall depute suitably authorized and technically competent officials for the presentation.
3. Non-attendance or failure to present adequately may lead to zero marks or reduced marks under the presentation criterion.
4. TPVD/GIL may seek product demonstration, architecture walkthrough, sample dashboard demonstration, or Q&A during the presentation.

Conditions Relating to Evaluation of Technical Proposal

1. If financial details are found in the technical bid, the bid may be rejected.
2. If any project citation is not supported by documentary evidence, the same may not be counted.
3. If key CVs are not submitted in the prescribed format, marks may not be awarded.
4. If a bidder fails to provide clarifications within the stipulated time, evaluation may proceed on the basis of documents available on record.
5. TPVD/GIL may normalize or interpret records, project similarity, and staffing evidence as necessary for fair evaluation.

SECTION - 3: Instructions to Bidders

3.1 General Instruction to Bidders

a. All information supplied by Bidders may be treated as contractually binding on the Bidders on successful award of the assignment by the TENDERER based on this RFP. No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the TENDERER. Any notification of preferred bidder status by the TENDERER shall not give rise to any enforceable rights by the Bidder. The TENDERER may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of the TENDERER.
b. This RFP supersedes and replaces any previous public documentation, communications, and bidders should place no reliance on such communications. The TENDERER may terminate the RFP process at any time and without assigning any reason. The TENDERER makes no commitments, express or implied, that this process will result in a business transaction with anyone.

3.1.1 Specific Terms

a. The Agency is advised to study and go through GTPUD Act, 1976 and Rules, 1979 along with all its amendments; and other basic laws and practices of the State in this domain, to understand the context of this TPVD Web-GIS Portal Project.
b. It is mandatory for the Agency to identify a clear hierarchy of responsible person (min. 4) above the Project Executive deployed for this project on-site, who shall be contacted in case of any delivery of task/ services, when necessary. The responsible persons from the Agency's side shall be well versed with the day-to-day activity of work and the functioning of this Project.
c. The Agency shall ensure that security measures, policies and procedures implemented are adequate to protect and maintain the confidentiality of the confidential information.

3.1.2 Copyright and IPR

a. Proposed TPVD Web-GIS Portal shall be developed completely on the opensource platform. However, if at any stage, any component or any of their ancillary support software / support system are required to be based on particular OEM in the interest of good quality service delivery, then such decision shall be taken by the TPVD as an exception.

b. Complete Source Code along with all other customization, technical and functional documentation, spatial and non-spatial data / data analysis, reports, SOPs, capacity building materials, etc. that are related to this project shall be handed over to the TPVD, and moreover their complete ownership shall remain with the TPVD only.
c. All IPR in relation to project documents, assets, resources, designs, drawings, estimates, recommendations, source codes, application, IEC material, etc. shall vest with the TPVD, and the Agency shall not use any such for any other purpose.

3.1.3 Confidentiality / NDA / Use of Agreement Documents and Information

a. The Agency shall maintain all the information received from TPVD and any other department as confidential, using high degree of care, sincerity of purpose and integrity, as is appropriate to prevent any unauthorized use or disclosure in any manner, unless TPVD authorizes Agency with written consent to pass on, disclose to any other party, in writing.
b. If any subordinate /associate/ department/office of TPVD requires any information, within agreed terms shall be released by the Agency only with the written consent from competent authority of TPVD.
c. The Agency shall sign a mutually agreed Non-Disclosure Agreement (NDA) with the TPVD at the time of Agreement.

3.1.4 Exit Management

a. At the end of the contract period or due to contract termination, this clause shall come in force. However, in the case of expiry of the project contract, the provisions of this clause shall be applicable from six (6) months before the particular project contract comes to an end.
b. As soon as the provisions of this clause are made applicable, the Agency shall recommend Exit Management Plan dealing with all aspects of the Exit Management and related aspects. As a better practice, the Agency shall draft/ re-draft the Exit Management Plan annually after this project has been made live, to ensure that it is kept relevant and up-to date. Final Exit Management Plan, which has been finalized for the actual implementation, needs to be approved by the TPVD beforehand.
c. Agency shall permit the TPVD and/or any replacement Agency to have reasonable access to its employees and facilities as reasonably required by them to understand the methods of delivery of the services employed by the Agency and to assist appropriate knowledge transfer.

d. Agency shall provide necessary handholding and transition support to the TPVD or its nominated agency or replacement Agency. The handholding support will include but not be limited to, conducting detailed walkthrough and demonstrations for handing over all relevant documentation, addressing the queries/ clarifications of the new agency with respect to the working / performance levels of the infrastructure, conducting training sessions etc.
e. Agency shall close all critical open issues as on date of exit. All other open issues as on date of exit shall be listed and provided to the TPVD / replacing Agency.
f. The Agency will transfer all the Software Licenses under the name of the TPVD, if any specific OEM has been purchased for this project as described in IPR clause.
g. The product and technology delivered to the TPVD during the contract term or on expiry of the contract duration should not be sold or re-used or copied or transferred by Agency to other locations without prior notice and approval of the TPVD. Supplied software & documents used by the Agency for the TPVD shall be the legal properties of the TPVD.
h. Agency shall handover all technical and functional documentation in hardcopies and softcopies along with all contents, source code, data, materials, etc. before sign-off. TPVD may ask the Agency to submit the above details before sign-off, if required.
i. Implementation Phase, O&M Phase, SLAs, etc. parameters of this document, as applicable, shall be complied during Exit Management Period.
j. Payments during the Exit Management Period shall be made in accordance with the Terms of Payment Schedule.
k. During the Exit Management period, the Agency shall ensure best efforts to deliver the services and ensure smooth transition without any service disruption.

3.2 Cost of Bidding

- The Bidder shall bear all costs associated with the preparation and submission of the Bid. The TENDERER will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

3.3 Bidding Document

a. Bidder can download the bid document and further amendments, if any, freely available on https://gem.gov.in and upload the same on https://gem.gov.in on or before due date of the tender. Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all

information required by the bidding documents or submitting a Bid not substantially responsive to the bidding documents in every respect may result in the rejection of the Bid. Under no circumstances a physical bid will be accepted.

3.4 Language of Bid

a. The Bid prepared by the Bidder, as well as all correspondence and documents relating to the bid, exchanged by the Bidder and the TENDERER shall be in English.

3.5 Clarification and Amendment to RFP Document

- Bidders may request clarification on any of the points contained in the RFP. Any request for clarification must be sent in writing by paper or e-mail on or before pre-bid meeting to the Authority's address as mentioned above .Bidders may also request clarifications and/or appropriate modifications to the draft of the Agreement, including suggestions on the proposed methodology (work plan), staffing and any suggestions, which may be (in the opinion of the Bidder) required to be made to improve the scope of work to be performed by the Selected Bidder, at any time but prior to the pre-bid meeting, to be organized by the TENDERER, in accordance with the terms of the RFP.
- Any clarification provided by the TENDERER may not be relied upon by the Bidder unless such clarification is provided in writing by the TENDERER.
- The TENDERER reserve the right to not respond to any query or clarification or amendment / modification to the Agreement, sought by a Bidder or provide any clarification to the Bidder, at its sole discretion; no extension of time shall be granted to a Bidder with respect to the Bid Due Date based on not having received a response to clarifications sought from the TENDERER or its authorized representatives. Nothing in this paragraph shall be considered or read as compelling or requiring the TENDERER to respond to any query or to provide any clarification to the queries raised by a Bidder.
- The TENDERER may, at its absolute discretion issue interpretations and clarifications and corrigendum to address the query or clarification or amendment/ modification to the Agreement, as sought by a Bidder. All clarifications and interpretations circulated by the TENDERER shall be deemed to be part of this RFP if provided in writing. Verbal clarifications and information provided by the TENDERER, or its employees or representatives shall not in any way or manner be binding on the TENDERER or be deemed to amend/

supplement this RFP.

- At any time before the submission of the Bids, the TENDERER may for any reason, whether at its initiative or in response to a clarification requested by a Bidder, modify the RFP by amendment. Any such amendment shall be issued in writing through corrigenda. Corrigenda shall be uploaded on the website mentioned above and shall be binding on all Bidders.
- During the evaluation of Bids, the TENDERER may, at its discretion, request a Bidder for further clarifications and/or information. The request for clarification and the response thereto shall only be in writing; the Bidder shall be required to reply to the clarification within a period as specified by the Authority.

3.6 Pre-Bid Meeting

Pre-bid meeting shall be held at the designated date, time and venue as prescribed in GeM bid document.

- The TENDERER may, at its sole discretion, also decide to conduct the pre-bid meeting on a virtual platform, details of which shall be subsequently made available / uploaded onto the website by the TENDERER, for the knowledge of all the Bidders.
- A maximum of 2 (two) representatives of each Bidder shall be allowed to participate in such pre-bid meeting, on the production of authority letter from the Bidder.
- Queries, if any, proposed to be raised at the pre-bid meeting by the Bidder, it should be submitted in writing in below prescribed format, over email before the date of the pre-bid meeting to the below mentioned officials of the Authority:

TPVD	GIL
Additional Chief Town Planner, Town Planning & Valuation Department O/o The Chief Town Planner, Gandhinagar Email: actp-admin-gnr@gujarat.gov.in	(I/C)General Manager (Software Procurement.), Gujarat Informatics Ltd.,Gandhinagar Email: gm-sp-gil@gujarat.gov.in; ;exe1-egov-gil@gujarat.gov.in

3.7 Format for pre-bid queries

No.	Bidding Document Reference (clause/ page)	Content of RFP requiring clarification	Points of clarification required
1			

a. Moreover, additional details such as Name of Organization submitting request, Name & position of person submitting request and address of organization including phone, fax, email points of contact shall be clearly mentioned in email along with raised queries in above format.
b. The Authority at its absolute discretion shall prepare a response to the queries so raised and upload the same as a corrigendum/ addendum on the above-mentioned website. The Bidders are advised to keep checking the same from time to time.
c. Bidders need to follow these instructions very strictly. TPVD/ GIL may reject the pre-bid queries if a bidder has not shared their queries in prescribed format.

3.8 Preparation and Submission of Bid

The Bids shall be submitted latest by the Bid Due Date. The Bidders are required to submit the Bid in 3 (three) parts, viz.:

(a) Part 1: EMD. (Online and hard Copy)

(b) Part 2: Technical Bid. (Online only)

(c) Part 3: Financial Bid (Online only)

Bids documents shall be accepted by the GIL on behalf of the TENDERER only during office hours after 5 working days from bid-due date. It is further clarified that the Authority shall have the sole discretion to reject and return Bids which are received by the Authority after the Bid Due Date.

3.8.1 Part 1: EMD

a. Bidders shall submit, along with their Bids, EMD amount Rs.22,50,000 (Twenty Lakhs Fifty Thousand only) prescribed in Section 1.4 (Fact Sheet) in the form of a Demand Draft OR in the form of an unconditional Bank Guarantee (which should be valid for 6 months from the last date of bid submission) of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/Gandhinagar) as per the G.R. no. FD/MSM/e-file/4/2025/2712/DMO dated 01.04.2026 issued by Finance Department or further instruction issued by Finance department time to time; in the name of "Gujarat Informatics Ltd." payable at Gandhinagar (in the format specified in Format III) and must be submitted along with the covering letter.

OR

b. Bidders can also submit the EMD with online payment through RTGS/ internet banking in Beneficiary name Gujarat Informatics Ltd., Account No. 50200010918090, IFSC Code HDFC0000190, Bank Name HDFC Bank Ltd. Branch address Sector-16, Gandhinagar Branch.
c. The Bidders who have submitted EMD online have to follow the below process for Affidavit. A sealed cover super-scribed with "Bid Processing EMD for XXXXXXXX" Bidder is to be submitted containing affidavit physically as per the prescribed format. (To be submitted IN ORIGINAL on Non-Judicial Stamp Paper of Rs. 300/- duly attested by First Class Magistrate/ Notary public).
d. EMD of all unsuccessful bidders would be refunded by the GIL within 60 Days on selection of successful bidder.
e. The EMD of the successful bidder would be returned upon successful submission of Performance Bank Guarantee as per the prescribed format.
f. EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.
g. The bid / proposal submitted without EMD, mentioned above, will be summarily rejected.
h. The EMD may be forfeited, in case of a Bidder if:
    - bidder withdraws its bid during the period of bid validity.
    - Bidder does not respond to requests for clarification of their Bid.
    - Bidder fails to co-operate in the Bid evaluation process.
    - In case of successful bidder, the said bidder fails:
    - Fails to sign the agreement in time
    - Fails to submit performance bank guarantee

3.8.2 Part 2: Technical Bid

3.8.2.1 A scanned copy of the Technical Bid (including all documentary evidence, required formats and declarations, project proposal, etc.) shall be uploaded online. The uploaded document shall be with a cover letter, index page and page numbering.

3.8.2.2 Following list is provided as a guideline for submitting various important documents along with the bid;

3.8.2.3 Bid Cover Letter

1. Power of Attorney for Authorized Representative
2. Bidder's Particulars as per format shared in RFP.
3. Bidder's Certificate of Registration/Certificate of Incorporation

4. GST Registration and Income Tax Certificate
5. CA certificate and copy of audited financial statements and relevant certificates.
6. Copy of Work Order/Work Completion Certificate/Self Declaration
7. Project Proposal (covering all parameters identified for Technical Presentation in TQ Criteria)
8. Detailed approach and methodology
9. Proposed Solution Document
10. MAF of Proposed IT & Non-IT Equipment's
11. Total Responsibility Certificate by bidder
12. Updated Technical Bid Formats
13. Signed & Stamped RFP document along with Addenda & Corrigendum, if any
14. Any other relevant document that satisfies the requirement of the bid

3.8.2.4 The bidder should submit the best proposed solution aligned to the scope defined in this RFP. The below mentioned points (as indicative) should be considered in drafting the proposed solution under response.

Sr.	Descriptions
1	SRS, HLD, LLD and other Design and Plan Documents of the Project
2	Sizing for required infrastructure to host the digital platform
3	Installation, Integration and testing of digital platform and field equipments
4	Unpriced BOM for the Project
5	Backup/ Archival Process, DR Services
6	Manpower Deployment (Technical / Non-Technical)
7	Operation & Maintenance
8	Plan for handling Change Management (if any)
9	Any Other Suggestion

3.8.2.5 The Technical Bid must provide the requisite information, as specified in the below-mentioned formats (being annexed in this RFP):

Form 1	Proposal Covering Letter
Form 2	Format for General Information
Form 3	Format for Financial Summary of the Bidder

Form 4	No Blacklisting
Form 5	Not Terminated, Not Being Insolvent or In Receivership or Bankrupt
Form 6	Office in Ahmedabad/ Gandhinagar
Form 7	Director and Partners not involved in any criminal offence.
Form 8	Format for Showcasing Experience
Form 9	Format for Land Border on Bidder's Letterhead
Form 10	Format for Land Border on OEM's Letterhead(if applicable)
Form 11	Format for MAF on OEM's Letterhead(if applicable)
Form 12	Bank Guarantee format for Earnest Money Deposit
Form 13	Performance Bank Guarantee
Form 14	Self-Declaration
Form 15	Format for Power of Attorney

3.8.2.6 The Technical Bid must not include any financial information with respect to the Bid. If any financial information is submitted in the technical response document, the bid will be summarily rejected.

3.8.3 Part 3: Financial Bid (to be strictly submitted online only)

a. The Financial Bid shall be submitted by the Bidders substantially in the format specified in Section 6 (Financial Bid Format) online.
b. The Financial Bid should be furnished in the format clearly indicating the Bid amount in both figures and words, in Indian Rupees, and signed by the Bidder's authorized signatory. In the event of any difference between figures and words, the amount indicated in words shall be taken into account.
c. The cost should be inclusive of all the taxes, duties, fees, levies, and other charges imposed under the Applicable Law on the Bidder and its personnel.

3.9 Late Bids

3.9.1 Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be REJECTED.

3.9.2 The bids submitted by telex/ telegram/ fax/ e-mail etc. shall not be considered. No correspondence will be entertained on this matter.

3.10 Bid Opening

3.10.1 Bids will be opened in the presence of Bidder's representatives, who choose to attend. The Bidder's representatives who are present shall sign a register evidencing their attendance.

3.10.2 In the event of the specified date of Bid opening being declared a holiday for the TENDERER, the Bids shall be opened at the appointed time and location on the next working day.

3.10.3 The Bidder's names, bid modifications or withdrawals, discounts and the presence or absence of relevant Bid security and such other details as the TENDERER at his/her discretion, may consider appropriate, will be announced at the opening.

3.10.4 After the closing time, GIL may open the Un-Priced Bids and list them for further evaluation.

3.10.5 Bids that are not opened at bid opening shall not be considered further for evaluation.

3.11 Bid Validity

3.11.1 Bids shall remain valid for 180 days after the date of Bid opening prescribed by the TENDERER. A Bid valid for a shorter period shall be rejected as non-responsive.

3.11.2 In exceptional circumstances, the TENDERER may solicit Bidder's consent to an extension of the period of validity. The request and the responses there to shall be made in writing. The Bid security shall also be suitably extended. A Bidder's request to modify the Bid will not be permitted.

3.12 Contacting the Tenderer

Bidder shall not approach the TENDERER and his officers outside of office hours and/ or outside the TENDERER office Premises, from the time of the bid opening to the time the Contract is awarded. Any effort by a bidder to influence

the TENDERER or his officers in the decisions on bid evaluation, bid comparison or contract award may result in rejection of the bidder's offer. If the Bidder wishes to bring additional information to the notice of the TENDERER, it should do so in writing.

3.13 Rejection of Bids

The TENDERER reserves the right to reject any Bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

3.14 Bid Evaluation Process

3.12.1 The TENDERER will form a Committee which will evaluate the proposals submitted by the bidders for a detailed scrutiny. During evaluation of proposals, the TENDERER, may, at its discretion, ask the bidders for clarification of their Proposals.

3.12.2 The bidders are expected to provide all the required supporting documents & compliances as mentioned in this RFP.

3.12.3 During the evaluation, Committee may seek the clarification in writing from the bidder, if required. If bidder fails to submit the required clarifications in due time, the evaluation will be done based on the information submitted in the bid.

3.15 Notification of Award & Signing of Contract

3.15.1 Prior to expiration of the Bid validity, the TENDERER will notify the successful Bidders and issue Letter of Intent/GEM Contract.

3.16 Performance Guarantee/Security

3.16.1 The Successful bidder has to submit Performance Bank Guarantee @ 5% of total order value within 20 days from the receipt of notification of award/Contract Signing for the duration of warranty of all Nationalized Bank including the public sector bank or Private Sector Banks authorized by RBI or Commercial Bank or Regional Rural Banks of Gujarat or Co-Operative Bank of Gujarat (operating in India having branch at Ahmedabad/Gandhinagar) as per the G.R. no. FD/MSM/e-file/4/2025/2712/DMO dated 01.04.2026 issued by Finance Department or further instruction issued by Finance department time to time. (The draft of Performance Bank Guarantee is as per Section 9).

3.16.2 If the Selected Bidder fails to provide the Performance Security within the period specified in the RFP, such failure shall constitute a breach on the part of the Selected Bidder and the Authority shall be entitled to make other arrangements at the risk, cost, and expense of the Selected Bidder and/or forfeit the EMD.

3.16.3 The Performance Security shall be in the form of Bank Guarantee valid till 3 (three) months from the date of expiry of contract.

3.16.4 The proceeds of the performance security shall be payable to the TPVD as compensation for any loss resulting from the Service provider's failure to complete its obligations under the Contract.

3.16.5 The Performance Security will be discharged by TPVD and returned to the Bidder on completion of the bidder's performance obligations under the contract.

3.16.6 In the event of any contract amendment, the bidder shall, within 21 days of receipt of such amendment, furnish the amendment to the Performance Security, rendering the same valid for the duration of the Contract, as amended for further period.

3.16.7 No interest shall be payable on the Performance Bank Guarantee amount. TPVD may invoke the above bank guarantee for any kind of recoveries, in case; the recoveries from the bidder exceed the amount payable to the bidder.

3.16.8 The Performance Security may be forfeited by the Authority in the event of any breach or negligence or non-observance of any terms and conditions of

the Agreement or for unsatisfactory performance by the Selected Bidder. The Performance Security shall be appropriated by the Authority as liquidated damages attributable to the breach or negligence or non-observance of any terms/ conditions of the Agreement by the Service Provider.

3.16.9 The Performance Security shall be forfeited in case the selected bidder withdraws his competency from the work before or after his tender is accepted & the tenderer does not complete the Contract documents.

3.16.10 Upon expiry of the Agreement Period, such portion of the Performance Security as may be considered by the Authority as sufficient to cover any incorrect or excess payments made on the bills to the Service Provider shall be retained until the final audit report on the account of the Service Provider's bill has been received and examined.

3.16.11 In Case, if the TENDERER terminates the bidder from the service, the performance security of the selected bidder would be forfeited.

3.17 Force Majeure

Force Majeure shall mean any event or circumstances or combination of events or circumstances that materially and adversely affects, prevents or delays any Party in performance of its obligation in accordance with the terms of the Agreement, but only if and to the extent that such events and circumstances are not within the affected party's reasonable control, directly or indirectly, and effects of which could have prevented through Good Industry Practice or, in the case if construction activities through reasonable skill and care, including through the expenditure of reasonable sums of money. Any events or circumstances meeting the description of the Force Majeure which have same effect upon the performance of any contractor shall constitute Force Majeure with respect to the bidder. The Parties shall ensure compliance of the terms of the Agreement unless affected by the Force Majeure Events. The bidder shall not be liable for forfeiture of it/ Performance guarantee, levy of Penalties, or termination for default if and to the extent that it’s delays in performance or other failure to perform its obligations under the Agreement is the result of Force Majeure.

3.17.1 Force Majeure Events

The Force Majeure circumstances and events shall include the following events to the extent that such events or their consequences (it being understood that if a causing event is within the reasonable control of the affected party, the direct consequences shall also be deemed to be within such party's reasonable control) satisfy the definition as stated above. Without limitation to the generality of the foregoing, Force Majeure Event shall include following events and circumstances and their effects to the extent that they, or their effects, satisfy the above requirements:

3.17.2 Natural events ("Natural Events") to the extent they satisfy the foregoing requirements including:

3.17.2.1 Any material effect on the natural elements, including lightning, fire, earthquake, cyclone, flood, storm, tornado, or typhoon.

3.17.2.2 Explosion or chemical contamination (other than resulting from an act of war).

3.17.2.3 Epidemic such as plague.

3.17.2.4 Any event or circumstance of a nature analogous to any of the foregoing.

3.17.2.5 Other Events ("Political Events") to the extent that they satisfy the foregoing requirements including:

3.17.2.6 Political Events which occur inside or Outside the State of Gujarat or directly involve the State Government and the Central Government ("Direct Political Event"), including:

- Act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, revolution, riot, insurrection, civil commotion, act of terrorism or sabotage;
- Strikes, work to rules, go-slows which are either widespread, nation-wide, or state-wide or are of political nature;
- Any event or circumstance of a nature analogous to any of the foregoing.

3.17.3 Force Majeure Exclusions:

Force Majeure shall not include the following event(s) and/or circumstances, except to the extent that they are consequences of an event of Force Majeure:

3.17.3.1 Unavailability, late delivery

3.17.3.2 Delay in the performance of any contractor, sub-contractors, or their agents;

3.17.4 Procedure for Calling Force Majeure:

The Affected Party shall notify to the Other Party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 05 (five) days after the Affected Party came to know or ought reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Agreement.

3.18 Contract Obligations

Once a Contract is confirmed and signed, the terms and conditions contained therein shall take precedence over the Bidder's bid and all previous correspondence.

3.19 Amendment to the Agreement

Amendments to the Agreement may be made by mutual agreement by both the parties. No variation in or modification in the terms of the Agreement shall be made except by written amendment, signed by both the parties. All alterations and changes in the Agreement will consider prevailing rules, regulations, and laws applicable in the state of Gujarat.

3.20 Representations and Warranties

3.20.1 Representations and Warranties by the Selected Bidder/ Service Provider:

3.20.1.1 It is a company duly organized and validly existing under the laws of India and has all requisite legal power and authority and corporate authorizations to execute the Agreement and carry out the terms, conditions, and provisions hereof. It has in full force and effect all requisite clearances, approvals and permits necessary to enter into the Agreement and perform its obligations hereof.

3.20.1.2 The Agreement and the transactions and obligations hereof do not contravene its constitutional documents or any law, regulation or Government directive and will not contravene any provisions of, or constitute a default under, any other Agreement or Instrument to which it is a party or by which it or its property may be bound or any of its obligations or undertakings by which it or any of its assets are bound or cause a limitation on its powers or cause it to exceed its authorized

powers.

3.20.1.3 There is no pending or threatened actions, suits or proceedings affecting the Successful Bidder or its affiliates or any of their respective assets before a court, governmental agency, commission or arbitrator or administrative tribunal which affects the Successful Bidder's ability to perform its obligations under the Agreement; and neither Successful Bidder nor any of its affiliates have immunity from the jurisdiction of a court or from legal process (whether through service of notice, attachment prior to judgment, attachment in aid of execution or otherwise). The Successful Bidder confirms that all representations and warranties of the bidder set forth in the Agreement are true, complete, and correct in all respects.

3.20.1.4 No information given by the Successful Bidder in relation to the Agreement, project documents or any document comprising security contains any material wrong statement of fact or omits to state as fact which would be materially averse to the enforcement of the rights and remedies of TENDERER or which would be necessary to make any statement, representation or warranty contained herein or therein true and correct.

3.20.2 Representations and Warranties by the TENDERER

3.20.2.1 It has full legal right; power and authority to execute the said project and to enter and perform its obligations under the Agreement and there are no proceedings pending.

3.20.2.2 The Agreement has been duly authorized, executed and delivered by the TENDERER and constitutes valid, legal, and binding obligation of TENDERER.

3.20.2.3 The execution and delivery of the Agreement with the selected bidder does not violate any statute, judgment, order, decree, regulation, right, obligation, ruling any court or rule of government authority or arbitrator of competent jurisdiction applicable in relation to the TENDERER, its assets, or its administration.

3.21 Resolution of Disputes

a. If any dispute arises between the parties hereto during the subsistence or thereafter, in connection with the validity, interpretation, implementation or alleged material breach of any provision of the Agreement or regarding a question, including the questions as to whether the termination of the Contract Agreement by one Party hereto has been legitimate, both Parties hereto shall endeavor to settle such dispute amicably. The attempt to bring about an amicable settlement is considered to have failed as soon as one of the Parties hereto, after reasonable attempts [which attempt shall continue for not less than 30 (thirty) days], give 15 days' notice thereof to the other Party in writing.
b. In the case of such failure the dispute shall be referred to a sole arbitrator or in case of disagreement as to the appointment of the sole arbitrator to three arbitrators, two of whom will be appointed by each Party and the third appointed by the two arbitrators.
c. The place of the arbitration shall be Gandhinagar, Gujarat.
d. The Arbitration proceeding shall be governed by the Arbitration and Conciliation Act of 1996 as amended.
e. The proceedings of arbitration shall be in English language.
f. The arbitrator's award shall be substantiated in writing. The arbitration tribunal shall also decide on the costs of the arbitration procedure.
g. The Parties hereto shall submit to the arbitrator's award and the award shall be enforceable in any competent court of law.

3.22 Books & Records

The selected agency shall maintain adequate documents related to project's materials & equipment for inspection and audit by the TENDERER during the terms of Contract until expiry of the performance guarantee. At the end of contract period, such books and records shall be handed over to the State Authority in indexed manner.

3.23 Indemnification

a. Selected agency will defend and/or settle any claims against the TENDERER that allege that Bidder service and/or branded product as supplied under this contract infringes the intellectual property rights of a third party. Selected agency will rely on Customer's prompt notification of the claim and cooperation with our defence. Bidder may modify the product or service to be non-infringing

and materially equivalent or we may procure a license. If these options are not available, we will refund to Customer the amount paid for the affected product in the first year or the depreciated value thereafter or, for support services, the balance of any pre-paid amount or, for professional services, the amount paid.

b. Bidder is not responsible for claims resulting from any unauthorized use of the products or services. This section shall also apply to deliverables identified as such in the relevant Support Material except that Bidder is not responsible for claims resulting from deliverables content or design provided by Customer.

3.24 Approvals/Clearances

Necessary approvals/ clearances from concerned authorities as required, for delivering the proposed project needs to be obtained by the selected bidder at their own cost.

3.25 Limitation of Liability

Selected bidder's cumulative liability for its obligations under the contract shall not exceed the total contract fee.

3.26 Fraudulent and Corrupt Practices

a. Fraudulent practice means a misrepresentation of facts to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the TENDERER of the benefits of free and open competition.
b. "Corrupt Practice" means the offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of Contract execution.
c. The TENDERER will reject a proposal for award and may forfeit the EMD and/or Performance Bank Guarantee if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, contract(s).

3.27 Period of Contract and Extension of Work

The Contract will be signed with the successful bidder initially for a period of 01 years of development phase and 03 Years of O&M Phase total 04 (Four) years. At the end of the contract duration, i.e., 04 (Four) years, performance of the selected bidder, i.e. Service Provider may be reviewed, and the contract may

be extended on mutual agreement by one (01) plus one (01) year as per the terms and conditions specified in this bid documents.

3.28 Subcontracting or Outsourcing

The Tenderer does not recognize the existence of Sub-Contractors. The Selected Bidder's responsibility is not transferable.

3.29 Consortium

No Consortium participation is permitted for this bid.

3.30 Use of Agreement Documents and Information

a. The Bidder shall not without prior written consent from TENDERER disclose the Agreement or any provision thereof or any specification, plans, drawings, pattern, samples, or information furnished by or on behalf of TENDERER in connection therewith to any person other than the person employed by the Bidder in the performance of the Agreement. Disclosure to any such employee shall be made in confidence and shall extend only as far as may be necessary for such performance.
b. The Bidder shall not without prior written consent of TENDERER make use of any document or information made available for the project except for purposes of performing the Agreement.
c. All project related documents issued by TENDERER other than the Agreement itself shall remain the property of TENDERER and Originals and all copies shall be returned to TENDERER on completion of the Bidder's performance under the Agreement, if so, required by the TENDERER.

3.31 Termination Clause

3.35.1 Termination by the TENDERER:

The TENDERER, reserves the right to suspend any of the services and/or terminate this

a. The bidder becomes the subject of bankruptcy, insolvency, and winding up, receivership proceedings;
b. In case the TENDERER finds illegal use of hardware, software tools, manpower etc. that are dedicated to the project;
c. If SLAs are not maintained properly and not provide services as per SLAs, then TENDERER has right to foreclose contract.
d. If deductions on account of penalties & liquidated damages exceeds more than 10% of the total contract price.

e. In case the selected Bidder fails to deliver the quantity and/or service as stipulated in the delivery schedule, the Tenderer reserves the right to procure the same or similar product from alternate sources at the risk, cost and responsibility of the selected Bidder.
f. Upon occurrence of an event of default as set out in Clause above, either party will deliver a default notice in writing to the other party which shall specify the event of default and give the other party an opportunity to correct the default.
g. Upon expiry of notice period unless the party receiving the default notice remedied the default, the party giving the default notice may terminate the Agreement.
h. During the notice period, both parties shall, save as otherwise provided therein, continue to perform their respective obligations under this Agreement and shall not, whether by act of omission or commission impede or otherwise interfere with party's endeavour to remedy the default which gave rise to the commencement of such notice period.
i. The termination hereof shall not affect any accrued right or liability of either Party nor affect the operation of the provisions of the Contract that are expressly or by implication intended to come into or continue in force on or after such termination.
j. In case of termination, bidder will be paid for the work/services already delivered till the date of termination after deduction of penalties, if any.
k. In Case of termination of the bidder, the Town Planning & Valuation Department shall forfeit the bank guarantee (performance security) and may blacklist the bidder and/or the OEM.

3.35.2 Consequences of Termination:

a. In the event of termination of the Contract due to any cause whatsoever, [whether consequent to the stipulated term of the Contract or otherwise], Purchaser shall be entitled to impose any such obligations and conditions and issue any clarifications as may be necessary to ensure an efficient transition and effective business continuity of the Service(s) which the Service Provider shall be obliged to comply with and take all available steps to minimize loss resulting from that termination/breach, and further allow the next successor Service Provider to take over the obligations of

the erstwhile Service Provider in relation to the execution/continued execution of the scope of the Contract.

b. Nothing herein shall restrict the right of Purchaser to invoke the Purchaser Guarantee and other guarantees and pursue such other rights and/or remedies that may be available Purchaser under law or otherwise.

c. The termination hereof shall not affect any accrued right or liability of either Party nor affect the operation of the provisions of the Contract that are expressly or by implication intended to come into or continue in force on or after such termination.

3.32 Transfer of Assets

a. The Service Provider shall continue to work on the assets for the duration of the exit management period which may be 45 days period from the date of expiry or termination of the contract, if required, by the State Authority to do so without any additional cost to the State Authority. During this period, the Service Provider will transfer all the assets in good working condition and as per the specifications of the bidding document including the ones being upgraded to the department/ designated agency. The Performance Guarantee submitted by Service Provider will only be returned after the successful transfer of the entire project including its infrastructure.

b. The Service Provider, if not already done, will transfer all the Software Licenses under the name of the State Authority as desired by the procuring entity during the exit management period. (perpetual license only)

c. The State Authority during the project implementation phase and the operation and management phase shall be entitled to serve notice in writing to the Service Provider and at any time during the exit management period requiring the Service Provider to provide the State Authority or its nominated agencies with a complete and up-to-date list of the assets within 30 days of such notice.

d. Upon service of a notice, as mentioned above, the following provisions shall apply:

   i. In the event, if the assets which to be transferred to the state authority mortgaged to any financial institutions by the Service Provider, the Service Provider shall ensure that all such liens and liabilities have been cleared beyond any doubt, prior to such transfer. All

documents regarding the discharge of such lien and liabilities shall be furnished to the state authority or its nominated agencies.

ii. All title of the assets to be transferred to the state authority or its nominated agencies pursuant to clause(s) above shall be transferred on the last day of the exit management period. All expenses occurred during transfer of assets shall be borne by the Service Provider.

iii. That on expiry of this clause, the Service Provider and any individual assigned for the performance of the service under this clause shall handover or cause to be handed over all confidential information and all other related material in its possession, including the entire established infrastructure supplied by the Service Provider.

iv. The Product and technology delivered to the State Authority during the contract term or on expiry of the contract duration should not be sold or re-used or copied or transferred by Service Provider to other locations apart from the location mentioned in the bidding documents without prior notice and approval of the State Authority. Supplied software & documents etc. used by the Service Provider for the State Authority shall be the legal properties of the State Authority.

e. **Cooperation and Provision of Information during the exit management period**

i. The Service Provider will allow the State Authority or its nominated agencies access to the information reasonably required to define the current mode of operation associated with the provision of the services

ii. to enable the State Authority or its nominated agencies to assess the existing services being delivered.

iii. The Service Provider shall provide access to copies of all information held or controlled by them which they have prepared or maintained in accordance with the Project Implementation, the Operation and Management SLA relating to any material aspect of the services provided by the Service Provider. The State Authority or its nominated agencies shall be entitled to copy all such information comprising of details pertaining to the services rendered and other performance data.

iv. The Service Provider shall permit the State Authority or its nominated agencies and/ or any replacement operator to have reasonable access to its employees and facilities as reasonably required by the State Authority or its nominated agencies to understand the methods of delivery of the services employed by the Service Provider and to assist appropriate knowledge transfer.

f. The Service Provider will promptly on the commencement of the exit management period supply to the State Authority or its nominated agencies the following:

i. Documentation relating to Intellectual Property Rights;

ii. Project related data and confidential information, all current and updated data as is reasonably required for purposes of the State Authority or its nominated agencies transitioning the services to its replacement Service Provider in a readily available format nominated by the State Authority or its nominated agencies;

iii. All other information (including but not limited to documents, records, and contracts) relating to the services reasonably necessary to enable the State Authority or its nominated agencies, or its replacement operator to carry out due diligence in order to transition the provision of the services to the State Authority or its nominated agencies, or its replacement operator (as the case may be).

iv. Before the expiry of the exit management period, the Service Provider shall deliver to the State Authority or its nominated agencies all new or up-dated materials from the categories set out above and

shall not retain any copies thereof, except that the Service Provider shall be permitted to retain one copy of such materials for archival purposes only.

3.32.1 Transfer of certain contracts

a. On request by State Authority or its nominated agencies, the Service Provider shall effect such assignments, transfers, innovations, licenses and sub-licenses as State authority or its nominated agencies may require in favor of state authority or its nominated agencies, or its replacement operator in relation to any equipment lease, maintenance or service provision contract between Service Provider and third party leasers, operators, or operator, and which are related to the services and reasonably necessary for carrying out of the replacement services by the State Authority or its nominated agencies, or its replacement operator.

b. Right of Access to Premises: At any time during the exit management period and for such period of time following termination or expiry of the SLA, where assets are located at the Service Provider’s premises, the Service Provider will be obliged to give reasonable rights of access to (or, in the case of assets located on a third party's premises, procure reasonable rights of access to State Authority or its nominated agencies, and/ or any replacement operator in order to inventory the assets.

3.32.2 General Obligations of the Service Provider

a. The Service Provider shall provide all such information as may reasonably be necessary to effect as seamless during handover as practicable in the circumstances to the State Authority or its nominated agencies or its replacement operator and which the operator has in its possession or control at any time during the exit management period.

b. The Service Provider shall commit adequate resources to comply with its obligations under this Exit Management Clause.

3.32.3 Exit Management Plan

a. The Service Provider shall provide the State Authority or its nominated agencies with a recommended exit management plan ("Exit Management Plan") which shall deal with at least the following aspects of exit management in relation to the SLA as a whole and in relation to the Project Implementation, the Operation and Management SLA.
b. A detailed program of the transfer process that could be used in conjunction with a replacement operator including details of the means to be used to ensure continuing provision of the services throughout the transfer process or until the cessation of the services and of the management structure to be used during the transfer; and
c. Plans for the communication with such of the Service Provider's, staff, suppliers, customers and any related third party as are necessary to avoid any material detrimental impact on the State Authority / designated departments operations as a result of undertaking the transfer; and
d. If applicable, proposed arrangements and plans for provision of contingent support in terms of business continuance and hand holding during the transition period, to the State Authority or its nominated agencies, and Replacement Operator for a reasonable period, so that the services provided continue and do not come to a halt.
e. The Bidder shall re-draft the Exit Management Plan annually after signing of contract to ensure that it is kept relevant and up to date.
f. Each Exit Management Plan shall be presented by the Service Provider to and approved by the State Authority or its nominated agencies.
g. In the event of termination or expiry of SLA, Project Implementation, Operation and Management SLAs each party shall comply with the Exit Management Plan.
h. During the exit management period, the Service Provider shall use its best efforts to deliver the services.
i. Payments during the Exit Management period shall be made in accordance with the Terms of Payment Clause.
j. It would be the responsibility of the Service Provider to support new operator during the transition period.

3.32.4 Training, Handholding and Knowledge Transfer

a. On receiving directions from the State Authority the Service Provider shall hold technical knowledge transfer sessions with designated technical team without any additional cost to the State Authority.
b. The Service Provider shall hold operational hand-holding sessions on the developed Solution with the designated officers/ staff members, so that the State Authority can continue with the applications even after Service Provider exits the project.

3.33 Taxes & Duties

Bidder is liable for all taxes and duties etc. as may be applicable from time.

Section-4 SCOPE OF WORK & EXECUTION FRAMEWORK

4.1 Project Overview

Town Planning & Valuation Department (TPVD) is an apex organization in the state overseeing and facilitating urban planning and development. The department also provides expert advisory role in matters related to valuation of government owned or government interest lands.

In this context, TPVD intends to collate various types of data related to preparation of Development Plan (DP), Town Planning Schemes (TPS) and any special projects undertaken in the State through proposed TPVD Web-GIS Portal. The data shall include activities which have been concluded till date as well as real time and periodic updation of data for the ongoing activities. The proposed portal is supposed to propel work simplification and also assist as a decision support system for future activities.

The proposed scope of work for TPVD Web-GIS Portal is as described in RFP

4.2 Functional Requirements

4.2.1 Web-GIS Module

i. This module aims to visualize – Development Plan (DP) and Town Planning Scheme (TPS) along with the boundaries of Urban Local Bodies (ULBs) and Development Authorities, for public inspection. TPVD shall define the protocols for public viewing and access to published data.

ii. This module includes digitization, geo-referencing, ground-truthing through GCPs (Ground Control Points), attributes/ data entry, verification of data entry with records, web-publishing and associated activities to ensure appropriate display of DP & TPS in vector format on a centralized Web-GIS module.

iii. TPVD shall provide hardcopies and/or softcopies (if available) of the above records. These hardcopy records shall be scanned by the Agency within the premises of TPVD and shall not be taken outside the premises of TPVD. This activity shall include dismantling of hardbound/ laminated records and re-binding them with utmost care and without any damage to the records.

iv. The high-resolution scanned copies prepared by the Agency shall be retained in PDF format and hosted on the Web-GIS as digital reference records. The

Web-GIS shall provide facility for authorized users to upload / view / download such records, as per the public viewing protocols defined by TPVD.

v. TPVD shall provide / make available, high-resolution satellite / drone imagery for geo-referencing task.

vi. The Agency shall carry out ground verification for proper orientation, scale, geo-referencing, edge-matching and overlapping of macro and micro plans, in coordination with TPVD and the concerned Competent Authorities.

   a. The Agency shall follow the SOPs approved by TPVD and the Competent Authorities and use appropriate survey technology as required.
   b. Where a suitable GCP Bank is available, the Agency may use the existing GCPs after verifying their accuracy and suitability. New GCPs shall be established wherever required.
   c. The Agency shall provide TPVD with details of all GCPs established or used, including coordinates, accuracy, photographs and relevant metadata. These GCPs shall be added to the TPVD GCP Bank for future use.
   d. Independent Check Points shall be used, wherever required, to verify the accuracy of the geo-referenced data.

vii. The Agency shall add details related to DP such as Zoning, Overlay Zone, etc. as attributes to facilitate appropriate representation and data management. Similarly, for TPS – F-Form details shall be added (includes scanning and data entry activities) for appropriate representation and data management.

viii. The Agency shall verify that all spatial / non-spatial related data / details, are accurately mapped and organized before publishing.

ix. Web-GIS shall provide map-based search, filtering and identification of DP and TPS based on relevant parameters such as name, stage, jurisdiction and other attributes defined by TPVD.

x. The Agency shall prepare and update the above datasets as per best practices and under the guidance of TPVD.

   a. All datasets shall undergo User Acceptance Testing (UAT) before publication or being made available to the public.

b. GIS data used in the Web-GIS shall be provided in standard, open and commonly used GIS formats, so that the same data can be readily used, edited and analysed in Desktop GIS software.
c. The Web-GIS shall provide a simple and controlled facility for uploading updated datasets and new datasets/ documents through the approved workflow, with minimum effort for future additions.
d. Direct access to the live spatial database for data updation shall not be provided to the Agency or any other user. All data updation shall be carried out through the approved workflow to maintain data integrity, transparency and accountability.
e. The Agency shall ensure standard colour coding and interactive, geospatially relevant DP & TPS maps. The Web-GIS shall support use of these maps / datasets for Part Plan, Zoning Certificate and F-Form related services.
f. The Web-GIS shall provide standard map tools such as zoom, pan, coordinate display, layer control and interactive legends.
g. The Web-GIS shall provide a synoptic view of DP and TPS and support dynamic reports such as analysis of TPS reservations, categorization of Land Use Zones in various Development Plans, etc.
h. The Web-GIS shall support overlay of DP/TPS maps with approved external/ base map services through standard APIs or web services, as permitted by the respective service providers.

xi. Datasets developed and published under this project shall be updated as per applicable statutory provisions. The Agency shall facilitate such modifications/variations during the contract period as part of O&M, except those specifically identified as separately payable under this RFP.
a. TPS varied u/s 71 of GTPUD Act, 1976 shall be treated as a new scheme, and in such case, TPVD shall be liable to pay as per the terms of this RFP. Whereas, TPS modified / varied as per statutory provisions in u/s 67A, 70, 70A and 72, it shall be considered as routine task, part of O&M.
b. DP varied u/s 19 of GTPUD Act, 1976 shall be considered as routine task, part of O&M.

c. Change in boundaries of ULBs / Development Authorities, due to creation of new ones, closure of old ones or alteration in existing, shall be considered as routine task, part of O&M.

xii. Updation of TPS datasets (including F-Form) as per stage progression i.e. Draft to Preliminary and Preliminary to Final and TPS variation u/s 71 of GTPUD Act; TPVD shall be liable to pay as per the terms of this RFP.

xiii. Details of DP and TPS to be onboarded as part of project implementation phase is placed as Schedule-2 and Schedule-3 respectively.

4.2.2 MIS, Dashboards and Analytics

i. The system shall provide a comprehensive MIS and AI-enabled Decision Support System (DSS) for monitoring and analysis of TPVD activities.

ii. The MIS shall cover activity-specific tracking modules including Development Plans (DP), Town Planning Schemes (TPS), Valuation Cases, Development Permission Opinions, DP-TPS Implementation and other activities identified by TPVD.

iii. The system shall integrate MIS with GIS to enable map-based visualization and spatial analysis.

iv. The system shall provide configurable dashboards and reports in graphical, tabular and map-based formats, with drill-down and filtering options.

v. Authorized users shall be able to search, retrieve and analyse information using conventional search/filter options and natural language queries.

vi. The system shall support trend analysis and comparative analysis based on parameters such as time period, office, activity, jurisdiction and other relevant parameters.

4.2.3 Integration

i. The Web-GIS Portal shall support APIs, web services and other standard integration mechanisms for data exchange with Government and other relevant systems.

ii. The Web-GIS Portal shall support integration with ODPS and other Government systems, wherever required, for exchange of relevant spatial and non-spatial data. Spatial data available in ODPS in digital format with latitude-longitude (Lat-Long) based features may be linked and integrated with the Web-

GIS Portal, as required, to enable GIS-based visualization of development permissions, building footprints and other relevant information. The integrated data shall also support generation/issuance of Part-Plan, Zoning Certificate and F-Form through the approved workflow.

iii. The Agency shall integrate existing GIS applications and datasets of Urban Local Bodies / Development Authorities. The Agency shall ensure seamless integration of such systems with the proposed state-wide platform, wherever required.

iv. To facilitate interoperability, data exchange, and uninterrupted service delivery. UD&UHD / TPVD may, from time to time, issue general or specific directions regarding integration, rationalization, or consolidation of functionalities to avoid duplication of efforts, promote uniformity, and streamline service delivery across the State. The Agency shall comply with such directions without adversely affecting the overall objectives of the project.

4.2.4 General Functional Requirements

i. The TPVD Web-GIS Portal shall be designed as a user-friendly, intuitive, and accessible platform that enables easy navigation, information retrieval, data visualization, and service delivery for both citizens and government officials.

ii. Work on MIS, Dashboards and Analytics, includes addition and modification of categories / formats / reports. It is supposed to be carried out during the entire contract period as per the requirements of the TPVD.

iii. TPS Preparation Module shall require continuous improvisations and bespoke new development throughout contract period, to realize its stated objective. Therefore, Agency shall provide all support and resources accordingly.

iv. Data as deemed necessary by the TPVD, shall be shared with CMO, UD&UHD, COMA, RCM, Collector Offices and other offices as required through appropriate IT integrations.

v. Work on integration is supposed to be carried out during the entire contract period as per the requirements of the TPVD.

vi. The system shall allow authorized Offices / Officials to upload and manage spatial and non-spatial data through the approved workflow. Details for role-based access to be worked out at the implementation stage.

vii. Certain components and overall schema of TPVD Web-GIS Portal shall be synchronous with TPVD Website and ODPS Portal to the extent deemed necessary by TPVD. Moreover, possibility of single sign-on login facility shall be explored for TPVD Officials accessing above web-portals. Furthermore, it is desirable that TPVD Web-GIS Portal shall constitute sub-part of TPVD Website domain / URL.

viii. It is expected that the Portal shall have bilingual display i.e. English & Gujarati.

ix. The Portal shall provide dual access modes, namely (a) a public access interface for citizens and general users to view approved plans, maps, reports, and other publicly shareable information, and (b) a secure authenticated interface for authorized officials with role-based access to advanced visualization, analytics, data management, editing, reporting, and administrative functionalities.

x. The system should allow display of version history of spatial plans or boundaries. Keeping a dedicated layer for variation, modifications, stage progression may be considered for better information dissemination. Moreover, it shall also allow basic information on defunct authorities or ULBs or withdrawn TPS, as the case may be and as may be required by the TPVD.

xi. The system should allow TPVD to create new offices / merger / demerger/ modification/ migration/ deactivation of existing offices. Moreover, any minor changes like activation or deactivation or modification in mapping for any offices shall be executed by the TPVD's master console itself, preferably without/ with minimum support from Agency.

xii. The overall system shall be setup in such a manner that field offices can manage datasets at their office level and synchronous data can be seen at State level. Moreover, a particular official can edit data of their office only.

xiii. The system shall allow TPVD Head Office to act as a dual authority i.e. able to monitor datasets of whole state and act as a master admin, where input data from field office can be modified on specific request by field office. Rahat Portal developed by the Revenue Department showcase good practice in this functionality.

xiv. For the purpose of storing online data in offline format, the system should allow offices to export any particular details / report in separate folder which can be printed on requirement for necessary documentation purpose. Here it is

assumed that such feature will export particular details / report into folder, with documents page numbered and in such a manner that Office can easily get it printed and file it for record purpose.

xv. The Agency shall assist TPVD in developing various SOPs related to data management. Moreover, it shall further assist in mainstreaming GIS based planning amongst Offices through handholding support and training sessions.

xvi. The system is supposed to provide notifications through appropriate mediums such as SMS, WhatsApp (optional) and Email apart from User's Console. The Agency is supposed to coordinate with TPVD to integrate the same.

xvii. Any other services or functionalities identified by the TPVD or otherwise, which are implicit to be developed or modified and implemented for seamless operational efficiency and timely deliverance of services as described in this Scope of Work, shall be considered as part of this Scope of Work.

4.2.5 TPS Preparation Module

i. This module aims to develop a customized Town Planning Scheme (TPS) drafting and management system to provide digital support throughout the TPS phases, from declaration of intention / pre-initiation stage through preparation, processing, finalization and implementation.

ii. The module shall support digital drafting, version management, patraks management, submissions, approvals and other activities associated with TPS preparation and finalization. The objective is to simplify existing processes, reduce manual intervention, improve traceability and facilitate timely processing of TPS.

iii. The proposed system shall, inter alia, provide the following:

   a. Land Records Integration: The system shall support two-way integration with relevant Revenue Department land record systems for retrieval and use of available land records within the TPS process and vice versa, thereby reducing manual correspondence and repetitive data entry.

   b. TPS Drafting: The module shall support end-to-end digital drafting and preparation of TPS without dependence on any specific proprietary software. It shall provide CAD-like drafting tools and support interoperability with commonly used GIS/CAD data formats. During implementation, the Agency shall study the tools developed by Gujarat

NIC for BhuNaksha and NIC CollabLand and suitably incorporate relevant features and best practices, as directed by TPVD.

c. Case File Management: The module shall support end-to-end case file management, including preparation and maintenance of case files, preparation of notices, recording of proceedings, preparation and finalization of decisions through approved workflows.

d. Process Management: The module shall support preparation and management of prescribed Patraks, multiple versions of TPS proposals, compilation of files for submission to the Authority, CTP Office or Government, as applicable, and management and tracking of related legal cases.

e. Configurable Workflows: The workflows shall be configurable and adaptable to the requirements prescribed under the GTPUD Act, Rules, Circulars and prevailing administrative procedures and conventions.

f. AI-enabled Assistance: The system shall provide AI-enabled assistance, wherever feasible and approved by TPVD, including letter generation, natural-language queries, identification of apparent errors or missing information, regulatory/ compliance checks and other process-support functions.

g. Integration: The module shall support integration with the Web-GIS, Revenue land-record systems, ODPS and other relevant Government systems, through appropriate APIs, web services or other approved mechanisms, to enable seamless exchange and reuse of spatial and non-spatial data and avoid duplication of data entry.

iv. Open Source and Ownership: The solution shall be developed using open-source technologies, without dependence on proprietary software. The application, source code, configurations, database structures, technical documentation and other project deliverables developed specifically under this project shall be handed over to and remain the complete property of TPVD only.

v. Continuous/ Bespoke Development: The system shall be developed as an evolving and configurable solution. The Agency shall undertake continuous improvement, customization and bespoke development during the contract period based on statutory requirements, Government instructions, administrative processes, user feedback and requirements identified by TPVD.

vi. This module will require continuous improvisations and bespoke new development throughout contract period, to realize its stated objective. Therefore, Agency shall provide all support and resources accordingly.

vii. The development of this particular module requires close coordination between TPVD and Agency's development team. Therefore, the team / resources deployed by Agency for the requirement gathering, design, development, implementation, testing, customization, deployment, operations and maintenance shall be deployed onsite i.e. premises of TPVD Head Office, Gandhinagar or shall be located in Ahmedabad/ Gandhinagar for ease of coordination.

a. Agency shall provide list of officials proposed to be posted for this module development, along with their academic background, roles and responsibilities, hierarchy, contact details and other necessary details at the time of Technical Presentation.

b. Team / Resources required for this module, as proposed at the time of Technical Presentation, shall be deployed within 30 days from the date of work order.

    i. If the Agency fails to deploy same profile or/ and quantum or/ and officials as proposed at the time of Technical Presentation, and this replacement / alteration is carried without prior concurrence and proper justification to TPVD, below lumpsum penalty may be levied.

        1. No. of Officials that have been replaced without prior approval and without proper justification to TPVD. - (N)
        2. Penalty decided in the RFP for "Not Recruited / Not Deployed Manpower within 30 days of request for new hiring / replacement by TPVD" - (P)
        3. Penalty to be levied at the first stage of payment milestone = N × P × 30 days

c. General conditions for manpower deployment & Manpower related SLAs as mentioned in this RFP shall be verbatim applicable to these officials.

4.2.6 General Conditions for IT Development

1. Planning & Scheduling
   i. Agency shall prepare a detailed schedule and plan for the entire project covering all tasks and sub tasks required for successful execution of the project.
   ii. It should be updated every fortnight to ensure tracking of the progress of the project.
   iii. The project plan should include the following:
      a. The project breakup into logical phases and sub-phases
      b. Activities making up the phases and sub-phases
      c. Components in each phase with milestones
      d. Key milestones and deliverables along with their dates including those related to delivery and installation of hardware and software
      e. Start date and end date for each activity
      f. The dependencies among activities
2. **Scalability**
   i. The system's architecture should be based on a modular, microservices oriented design. It must ensure scalability, maintainability, and fault detection. The system should support containerized deployment and orchestration, allowing scaling easy updates, and efficient resource utilization.
   ii. It should be scalable to handle the peak load coming from different types of users i.e. internal and external users, and should support high volume of data upload, without compromising response time or efficiency of the system.
   iii. The system should allow addition of more users as and when required, without affecting the performance of overall application/ other functioning modules.
   iv. Scalability in terms of addition of new services of an existing department: This translates to seamless and effortless integration with the backend application such that new services can be added and deployed with relative ease.
   v. The system should allow addition of more modules/ sub-modules without affecting the performance of overall application/ other functioning modules.
   vi. The Agency shall ensure that all software components used in the development and deployment of the system — including but not limited to programming languages, frameworks, libraries, SDKs, APIs, runtime environments, databases, and third-party dependencies — remain within their official support

lifecycle as defined by the respective vendors or maintainers. If any component reaches End of Support (EOS) or End of Life (EOL) during the contract period, the Agency shall:

a. Proactively plan and implement upgrades or replacements,
b. Ensure seamless compatibility and system stability,
c. All such upgrades shall be carried out at no additional cost to the TPVD.

3. User Interface

i. **Home Page**:

a. Homepage should be attractive and well-constructed, so that it makes a good first impression to all who visit the site.
b. Key topic areas should be presented in order of importance and should be easy to read.
c. Homepage should clearly communicate the site's purpose and show all major options available on the Web site.
d. Easy access to the homepage should be provided from relevant page in the site.
e. The application layout should at least have the following.
    i. All items should be appropriately aligned on the pages and layout should be consistent on all the related pages.
    ii. Style & colour scheme should be consistent across the site

ii. Overall Graphical User Interface

a. The system should be user friendly and should have interactive Graphical User Interface (GUI).
b. All the application modules and sub-modules shall use uniform theme in the GUI. The application should be consistent in the sequences in the visual presentation to the user and in use.
c. The system should have sufficient validation checks at GUI/ presentation layer for validating the data formats, completeness of the forms in terms of mandatory fields, checking for file type and size of files uploaded, etc.
d. Online forms should have mandatory fields marked out clearly.
e. The system should not allow submission of the form without completing the mandatory fields.
f. The system shall support uploading of scanned documents. There must be check(s) for ensuring the upload of all the mandatory documents.

g. It should have provision for warning and alert messages in case of validation failure, incomplete data etc.

4. Hosting

i. Production Environment

a. Agency shall be responsible for hosting the entire application and all ancillary in-scope applications on DC at State Data Center.

b. Regarding Infrastructure related requirements, Agency has to inquire and verify regarding need / availability of resources at State Data Center.

c. Whatever infrastructure is needed shall be studied by Agency and document the same in Inception Report.

d. Agency shall ensure that every server are compatible and pre-qualified equally.

e. For production environment at the State Data Center, all necessary hardware shall be provided by the GSDC/ TPVD. Moreover, hardware upgradation, if required, and all related activities shall be done by the Agency. On the software side, certain basic tools like OS, Database related software, etc. are made available by the SDC, however the enterprise support of the software made available by the GSDC shall be borne by the Agency. Agency is advised to make their own assessment regarding the software required for technology proposed in their proposal. In case any specialized software is required for better service delivery, the Agency may need to procure the same.

ii. UAT & Staging Environment

a. Agency is responsible for the complete setup of UAT and Staging environment.

b. Agency shall be responsible for hosting the entire application and all ancillary in-scope applications on their system.

c. Agency shall ensure that UAT environment is pre-qualified equally as per production environment.

d. Agency shall provide regular reports used to monitor the Hosted environment.

e. TPVD / DST / SDC may issue specific/ general condition as it deems fit for this purpose and it shall be binding on Agency.

f. Agency needs to ensure to provide UAT & Staging Env. from MeiTy Empenlled CSP.

g. All Kinds of OS,DB, Middleware software licenses/support to be procured by agency with enterprise support in name of TPVD.

iii. Disaster Backup & Recovery

a. GSDC will take care of data back-up. However, in case of any adverse eventuality, GSDC/ TPVD shall provide necessary hardware and software for data recovery. Furthermore, Agency shall render all necessary support and effort to address such eventuality and ensure smooth flow of TPVD Web-GIS Portal.

5. Monitoring Management

i. System shall keep the audit trails such as data changed manually by an employee will be logged and history maintained for audit purpose. It will include old data, new data, by whom and when the data was changed.

ii. Version Control Tool:

a. The Agency is obligated to utilize a version control tool (such as SVN, git, or any) to manage and track changes to the application codebase.

iii. Configuration and Setup:

a. The Agency shall configure and set up the version control tool to ensure that all changes to the codebase are properly tracked and recorded.

iv. Commit History:

a. The Agency shall maintain a complete and accurate commit history, including dates, times, and descriptions of changes made to the codebase.

v. Code Review:

a. The Agency shall conduct regular code reviews to ensure that all changes to the codebase meet the required standards and are free from errors and vulnerabilities.

vi. Access Control:

a. The Agency shall implement access controls to ensure that only authorized personnel have access to the version control tool and the codebase.

vii. Prohibited Activities:

a. The Development Team shall not engage in any prohibited activities, including but not limited to:
    i. Making unauthorized changes to the production database.
    ii. Accessing sensitive data without authorization.
    iii. Using production data for personal gain/ unauthorized purposes.
    iv. Failing to follow the change management process.

viii. Confidentiality:

a. The Agency shall maintain the confidentiality of all sensitive data and production information and shall not disclose such information to any third party without explicit authorization.

ix. Intellectual Property:

a. The Agency acknowledges that all intellectual property rights in the production database and related materials are owned by the TPVD, and shall not use such materials for any purpose.

6. Security

i. The system should provide well-designed identity and privileged access management system, security of digital assets, data, network security, backup, and recovery/ disaster recovery system.

ii. Captcha to be implemented to prevent password cracking tools.

iii. Secure mechanism of changing the password in lost/ forgotten scenario for the authorized administrators.

iv. Unauthorized access should be restricted and only authorized users with valid login-ID and password should be allowed to access the legitimate features.

v. To maintain information security during transaction the developed system should support both HTTP and HTTPS, all internal data communication shall be done through encrypted mode using latest version of TLS (Transport Layer Security)/ SSL (Secure Socket Layer).

vi. The system should have the feature of automatic log-off if there is no user activity for specified time.

vii. The application should have sufficient validation checks at GUI/ presentation layer for validating the data formats.

viii. The application should provide safeguards to prevent damage to data from user errors, simultaneous updates, module unavailability or system failures.

ix. The data of Public Authorities is a valuable resource and needs to be protected against various threats like:
    a. Confidentiality, Integrity & Availability, breach of data during data transport & physical storage.
    b. Disasters
    c. Unauthorized access to database or application
    d. Accidental modifications or deletions

x. The following are some of the measures recommended for the security of the application and data.
    a. Security Audit to be performed by Agency from Cert-In empanelment agencies of GoI.Application-Level Security:
        i. Should be role-based access,
        ii. encryption of user/all credentials
        iii. storing of User credentials for users in separate repositories.
        iv. The Application -level security shall be provided through following security controls.
        v. Prevent SQL Injection Vulnerabilities for attack on database
        vi. Prevent XSS Vulnerabilities to extract username password
        vii. Secure Authentication and Session Management control functionality shall be provided through a Centralized authentication and session management controls and protect session IDs from XSS
        viii. Prevent invalidated Redirects and Forwards Vulnerabilities
        ix. Prevent Failure to Restrict URL Access Vulnerabilities
        x. Prevent Security mis-configuration vulnerabilities
    b. User Level Security:
        i. Restricted areas of the application will only be accessible through pre-defined user access rights.

7. Installation / Upgrade / Enhancement

i. The system should facilitate seamless upgrades (deployment of patches/ new version) without any adverse impact on the system and its components

ii. The Agency should provide notification and patches for system enhancements and fixes to the application after implementation on a proactive basis.

iii. The Agency shall ensure that future upgrades, enhancements, and bug fixes are not impacted.

8. Documentation and Reporting:

i. The Agency shall prepare/ update documents related to the entire project from time to time. Moreover, Agency shall ensure that particular documents are available onsite for review by TPVD as and when required.

   a. Project Commencement: Project Plan in MS Project / related tool, giving out micro level activities with milestones & deadlines
   b. Solutions/ Applications related documents such as, including that of Functional Requirements Specifications (FRS), Systems Requirement Specification (SRS), Detailed Design, Test Cases and Results, User Manuals, Operational Manual, Maintenance Manuals etc. as per acceptable standards
   c. Original manuals from OEMs, if applicable
   d. Agency shall document all the installation and commissioning procedures and provide the same to TPVD at the time of receiving Successful Implementation Certificate.

ii. Any system/ sub-system/ appliance/ hardware/ software deployed or/and upgraded/ updated during the O&M phase, it shall be done only after following due induction procedures including hardening and security testing and subsequent approval from TPVD.

iii. Agency shall ensure that every update/ change request is processed through due procedure i.e.

   a. Identification of gap/s or/and Request by TPVD for any kind of improvement,
   b. Reporting to TPVD with possible solutions, implications and for further decision
   c. Developing Solution
   d. Testing Solution
   e. Releasing update/ change solution on production
   f. Due to any reason (maybe critical or otherwise), if above procedure can't be followed, Agency is supposed to maintain documents logs with its comment for deviance.

g. Agency shall maintain a copy of document logs onsite for every update/ change request processed. Moreover particular document logs shall be accessible to TPVD as and when required.

iv. Agency shall submit Quarterly Performance Report in prescribed format along with Quarterly Payment Invoice.

a. Format shall be prescribed by the TPVD and it shall contain details such as updates/ changes made across the TPVD Web-GIS Portal, UATs given, performance vis-à-vis SLAs, profile details of manpower deployed for this project, summary of grievances received, IEC activities conducted, possible challenges (if any), etc.

b. Quarterly Performance Report shall be signed by Project Executive and any other senior official from Agency's side as Agency opts.

v. The Agency shall submit regular reports to the TPVD, detailing:

a. Changes made to the codebase

b. Commit history

c. Code review results

d. Access control measures implemented

e. Portal updates

9. General

i. The Agency shall comply with these requirements at all times during the contract period. Failure to comply may result in action from the TPVD.

ii. The Agency shall comply to any specific or general standards such as GIGW guidelines, NESDA framework, etc. stipulated by MEITY, GoI and GoG Agencies such as DST, DIT and GSDC.

a. Hence, Agency is advised to conduct detailed joint meeting i.e. a meeting between TPVD, GSDC, DIT and Agency for better understanding at Implementation Stage.

iii. The Agency shall prefer agile development methodology over waterfall methodology.

iv. The Agency shall design this system's architecture in such a manner that the data compatibility is ensure throughout the contract period, during integrations and with ease at time of data migration at the end of the project time period. Moreover, it is recommended to evolve system that backup can be easily ensured through getting data print and store in form of physical files.

v. The Agency is supposed to provide dummy credentials for all types of users to the TPVD, to assist later, to view system from particular user's perspective and improve the system from time to time.

vi. The Agency shall adhere to reasonable security practices over all sensitive personal information of the said project as prescribed by various rules under I.T. Act, 2000 (as amended from time to time).

vii. Agency shall ensure that at no time any data of this Project is ported outside the geographical limits of the country and within the country for any use without the prior written permission of the TPVD.

viii. To ensure smooth data migration at exit time, it is suggested to develop sophisticated databases for easier coordination and prevention of data loss at any given time.

ix. Agency shall identify a Relationship Official from their team to coordinate in all matters related to IT. He may be based on the project site or offsite. However, he shall be easily accessible onsite or virtually as per the requirements of the TPVD, including during crisis management.

x. TPVD may opt for Third Party Inspection or/ and Self Verification for performance audit or vulnerability audit or specific audit for the smooth functioning of this Project.

    a. Any shortfall identified in particular audit shall be resolved on priority basis by the Agency without any additional cost to the TPVD.
    b. However, for any kind of Third-Party Inspection/ Audit expenses shall be borne by the TPVD.

xi. If Agency has not considered any component/ service which is necessary for this project requirement, the same needs to be brought by the Agency at no additional cost to the TPVD.

4.2.7 Data Migration and Updation

i. The Agency shall migrate all 411 TPS available on the existing TPVD Web-GIS to the new Web-GIS portal, while retaining the available spatial and non-spatial information.

ii. Out of the 411 TPS, approximately 107 TPS shall be upgraded as part of this project to meet the requirements of the new Web-GIS Portal. The extent of updation/ upgradation shall vary from TPS to TPS and may include stage

progression, scanning of old records, modifications or variations under Sections 67A, 70, 70A and 72 of the GTPUD Act, 1976, as applicable.

iii. The remaining approximately 284 TPS, which are covered through GIS applications of ULBs / Development Authorities, shall not require duplication or updation under this activity, unless specifically required by TPVD.

iv. The BOQ shall provide for migration and updation/ upgradation of approximately 107 TPS. Details of 107 TPS is placed at Schedule-4. If the number of TPS requiring such updation/ upgradation exceeds that mentioned in Schedule-4, the lump-sum rate per TPS quoted in the Financial Bid shall be applicable for the additional TPS.

v. TPVD shall facilitate coordination with concerned ULBs, Development Authorities, Old Service Provider and other stakeholders, as required, for data migration and updation.

4.2.8 Project Timeline & Implementation Phase

i. Project Timeline (Project Period)

   a. Date of Work Order (T = 0)

   b. Implementation Phase: Complete Implementation as per Scope of Work described in this document and issuance of Successful Implementation Certificate in 12 months i.e. T1 = T + 12 months

   c. O&M Phase: Agency to provide O&M support for 3 years i.e. T1 + 3 years.

ii. TPVD Web-GIS Portal is supposed to be developed in multiple phases and evolve gradually with time. Indicative phasing is as below.

Phase-1	**Phase-2**
Portal	
Basic Functional	Fully Functional
Key Components	
- Preparing Project Plan and Other technical and functional documents for Implementation such as FRS, SRS, etc.	- Complete development as per Scope of Work described in this document

- Visualization of boundaries of all ULBs/ Development Authorities - TPS Tracking Module - Data Migration & Updation	
T+3 months	T+9 months

iii. General understanding for Implementation Phase

a. Developed TPVD Web-GIS Portal with full functionalities shall be deployed and tested for 3 months by various stakeholders (including through / by Agency personnel as and when required) in live environment, Agency shall collect feedback and modify accordingly. This activity is supposed to be undertaken before issuance of SIC (Successful Implementation Certificate).

b. Any defects/ scope for improvements found during Implementation phase shall be treated as part of original scope of work and Agency shall resolve them to come out with fault free solution.

iv. Agency shall receive Successful Implementation Certificate (SIC) from the TPVD at the end of Implementation Phase and before the start of O&M Phase. SIC benchmark includes,

a. Successful design, development, UAT and deployment of Portal for intended users as prescribed in this document.

b. Incorporation of all modifications based on feedback from various users or as proposed by TPVD. However, every modification is to be incorporated after due approval procedure and necessary UAT,

c. Submission of final documents such as FRS, SRS, actual Implementation Report, actual Data Migration & Updation Report, etc. with all its amendments and details for future reference in O&M phase,

d. Submission of complete Source Code

e. Submission of all DP, TPS, Boundaries and other data in softcopy i.e. GIS or/and CAD or/and Scan Copies or/and otherwise in dedicated portable SSD.

f. Submission of data backup recovery schedule by Agency,

g. Successful Data Migration (if remaining/ applicable),

h. Integrations as requested by the TPVD,

i. Load Testing Report i.e. twice of envisaged peak load,

j. Achieving information security standards based on guidelines from CERT-IN or/and DIT, GoG or equivalent competent authority,

k. Portal shall be stabilized and performing in consistent and fault-free manner.

v. For smooth execution of this project and better coordination amongst all stakeholders, Agency shall deploy a full-time Project Executive onsite i.e. at the premises of the TPVD, soon after the work agreement, for the entire project period, without any additional cost to the TPVD.

Role of particular profile is as below.

a. Project Executive shall function as a nodal person as well as he shall be the key person responsible for the smooth implementation of TPVD Web-GIS Portal along with TPS Preparation Module.
b. He shall ensure implementation of the entire Project as per the Scope of Work and other terms and conditions of this document. It includes requirement gathering, continuous monitoring, capacity building, coordinating with various stakeholders, particularly TPVD and its field offices for any other value additions or shortfalls.
c. He shall understand IT systems and their functioning to be able to communicate between domain experts and IT core professionals. His role shall also include coordination with the Officials of DST/ DIT/ GSDC/ NIC as the case may be.

d. He shall strictly comply to and abide to all the instructions given by the TPVD. He shall be the point of contact from Agency's side for any kind of on-site or off-site requirements.
e. General Conditions for manpower deployment as described below shall verbatim applies to the Project Executive.

vi. General conditions for manpower deployment

a. Agency shall deploy manpower from the schedule, as per the request of the TPVD, at the premises of the TPVD.
b. Agency shall deploy manpower on terms and conditions as decided in this document and at the Rates quoted by the Agency in the proposal.
c. TPVD shall specify profile and quantum of manpower to be deployed and tentative duration for which particular manpower needs to be deployed.
d. Agency shall identify suitable candidates, get them vetted by TPVD and deploy them as per requirement within 30 days from request being raised.
e. All staffed personnel shall be an Indian citizen. They shall be fluent in communication in Gujarati, Hindi & English.
f. Agency shall ensure that the staff shortlisted / deployed by them for the Project matches all the basic requirements and academic qualifications and necessary experience as required. Furthermore, it shall be responsibility of the Agency to provide necessary induction training for them before deployment.
g. Agency shall ensure that any personnel working on this project, particularly ones deployed onsite are replaced/ removed immediately at the instance of TPVD in the interest of project execution, security, confidentiality or performance.
h. All manpower deployed by the Agency shall work as per TPVD's working hours. However, in special/ critical circumstances, the manpower shall remain functional before or after the working hours and in holidays or otherwise as required by the TPVD.
i. Manpower deployed by the Agency shall in no case be considered as staff of the TPVD or the State Government. However, deployed

manpower shall be fully responsible and accountable to the Agency and TPVD, in matters pertaining to this Project.

j. Attendance of the manpower shall be monitored by the Project Executive and periodically reported to the TPVD. Absence of any individual shall be treated as per SLA defined in this document.

k. TPVD shall provide System (Desktop/ Laptop) and internet connectivity. However, any software requirements apart from basic OS, shall be addressed by the Agency.

l. Agency shall ensure that any person working / deployed for this project, whether onsite or offsite, shall be accessible to the TPVD, when required. Moreover, it is responsibility of Agency to provide and periodically update profile details of Team deployed for this project and escalation matrix for necessary coordination.

4.2.10 Operations & Maintenance Phase (O&M)

i. Agency shall provide complete O&M support during the entire project period or the extended period as the case may be.

ii. Scope of O&M

a. Agency shall ensure that TPVD Web-GIS Portal functions as per the benchmarks set in SLAs as well as, as per the best industry standards in terms of security, compatibility, consistency and fault free manner.

b. Agency shall ensure smooth functioning of the services as per the Scope of Work. It includes identifying and reporting gaps, bugs, errors and any other shortfalls and suggesting solutions and developing solutions and testing solutions before production and implementing solutions in manner as decided by the TPVD.

c. Agency shall be responsible for managing/ monitoring for annual technology support for any proposed COTS product provided during the entire O&M phase.

d. Agency shall ensure complete system administration and database management support to ensure smooth functioning of the TPVD Web-GIS Portal.

e. TPS Preparation Module shall require continuous improvisations and bespoke new development throughout contract period, including in O&M phase, to realize its stated objective. Therefore, Agency shall provide all support and resources accordingly.
f. Agency shall ensure any update/ change request processed is released on all applicable servers in synchronized manner and Agency shall maintain logs for the same.
g. With regards to development / customization / implementation of any / all matters that are outside the scope of change request, shall be considered as part of the scope of O&M. Moreover, details mentioned in "General Functional Requirements", as applicable, shall be considered for the work to be performed during the O&M phase.
h. Agency shall facilitate any user/ stakeholder as directed by the TPVD to ensure smooth operations.
i. Agency shall deploy manpower as per the requirement of TPVD on terms and conditions as decided in this document.
j. Agency shall maintain periodic logs of updates for ready reference to all types of users.
k. Agency shall provide unlimited support through onsite team (including team posted at Ahmedabad/ Gandhinagar Office) and offsite team through telephone / email / video conferencing / installation visit as required by the TPVD.
l. Agency shall ensure complete support of all kinds in resolution of any matter related to the smooth functioning of TPVD Web-GIS Portal & strive for preventive maintenance of this Portal.

4.2.11 Change Request

i. Any matter regarding development or modification, included in the above Scope of Work, Data Migration and Updation, Implementation Phase and O&M Phase, shall in no case be considered as a Change Request.

    a. For sake of clarity, any services or functionalities identified by the TPVD, which are implicit to be developed or modified and implemented for seamless operational efficiency and timely deliverance of services as described in the Scope of Work, Data Migration, Implementation Phase

and O&M Phase shall be considered as part of this Scope of Work and in no case shall be considered as a Change Request.

ii. Any new service required to be developed by TPVD or new manpower profile needs to be created, at any time during the duration of entire contract period, shall be treated as a Change Request.

iii. In case of any dispute regarding whether a particular request by the TPVD constitutes a Change Request or not, Agency may refer such request in writing to the Chief Town Planner, TPVD.

   a. In such scenario, TPVD may refer the dispute to Directorate of ICT & e-Governance (DIT), GoG OR may form a Committee of Officials and refer such dispute to the said Committee. Decision of the DIT OR particular Committee shall be final and binding on all parties concerned.

iv. In case of Change Request, Agency shall submit techno-commercial proposal for the approval of the TPVD and proceed accordingly.

   a. On receiving such proposal by the Agency, the TPVD may assess such proposal through DIT or otherwise, as it deems fit.

   b. Rate discovered in this bid process shall be used as a reference to process any change request, unless otherwise agreed upon between the TPVD and Agency.

   c. Design & Development of such new service shall be considered as part of this document and general conditions of this document shall be applicable in similar manner as described in this document. However, the TPVD may stipulate any specific condition for SLA or Payment Terms or otherwise as it deems fit, which will be binding to Agency.

Section – 5 SERVICE LEVEL BENCHMARKS

i. The purpose of this Service Level Agreement (hereinafter referred to as SLA) is to clearly define the levels of service to be provided by the Agency for the duration of the contract for providing services as defined in this document.

ii. The TPVD shall regularly review the performance of the services being provided by the Agency and the effectiveness of this SLA.

iii. For purposes of this SLA, the definitions and terms as specified in the contract along with the following terms shall have the meanings as set forth below:

   a. Incident: Refers to any event / abnormalities in the functioning of the specified services that may lead to disruption in normal operations of the Public Authorities or any users.

   b. Response Time: Refers to the amount of time from Agency's Team to acknowledge incident.

   c. Resolution Time: Refers to the total amount of time from Agency's Team to fully solve the issue, i.e. Response Time + Time to resolve the issue. The resolution time may vary based on the severity of the incident reported.

   d. Schedule Maintenance Time: It means time that the system is not in service due to a scheduled activity.

   e. Schedule Operation Time: It means the scheduled operating hours of the system for the month. All scheduled maintenance time on the system would be deducted from the total operation time for the month to give the scheduled operation time. The total operation time for the systems and applications within the primary data centre will be 24x7x365.

   f. System or Application Downtime: It means accumulated time during which the System is totally inoperable within the scheduled operation time but outside the scheduled maintenance time and is known to the Agency/ GSDC from the availability measurement tools to the time when the system is returned to proper operation.

   g. Availability: It means the time for which the services and facilities are available for conducting operations on TPVD Web-GIS Portal including application and associated Infrastructure.

      Availability is defined as:

$$\frac{\textit{Schedule Operation Time - System Downtime}}{\textit{Schedule Operation Time}} \times 100$$

iv. General Instructions

a. Penalty calculations shall be calculated on accumulated non-compliance for all of the above SLAs.

b. Any scheduled activity / planned downtime for maintenance or otherwise shall be with prior written permission from the TPVD and must be intimated to all users.

c. Any availability/ uptime requirements under SLA shall be subject to the following reasons,

   i. Time lost due to power or environmental failures.

   ii. Time taken to recover the system because of power or environmental failures

   iii. Time taken for scheduled maintenance/ troubleshooting either for preventive purposes or improvement in function or other purposes

   iv. Time taken for reconfiguration or other planned downtime situations

   v. Scheduled shutdowns as required by the TPVD

d. If in any case, the Agency fails to complete the required customization or limits technology during O&M or does not finish the assignment within the specified period, TPVD may raise penalty on the account of malpractice and further the contract may be terminated due to underperformance or delays. Additionally, the TPVD may take further actions, including blacklisting and/or debarment of the Agency.

e. The TPVD reserves the right to define the level to any further severity during the contract period.

f. Penalties defined in absolute terms in Table 1 (during O&M phase), 2 (IT related SLAs) and 3 (Manpower related SLAs); are defined as on 01-01-2027. These penalties are subject to 5% annual upward revision (simple interest) during the entire contract period.

v. Categories of SLAs

No.	Level	Impact
1	Severity level 1	Critical business functionality is impacted.
2	Severity level 2	Problems, which affects the normal execution of the work, but work around, is available for the work to be completed in the existing functionality.
3	Severity level 3	Problems, which have minimal impact on the operation or system and are trivial in nature.

vi. Performance Evaluation

The following parameters shall be tracked and reported on a regular basis for performance evaluation.

Table 1: Outcome oriented SLA				
#	**Major Area**	**Parameter**	**Requirements**	**Penalty/ Breach**
	Col. 2	Col. 3	Col. 4	Col. 5
Implementation Phase				
1	Implementation of TPVD Web-GIS Portal **(*)**	Timelines as specified for particular milestones in Delivery Schedule i.e. timelines in this document or as set by the TPVD, whichever is higher.	Delay of no more than 3 weeks for any particular milestone AND delay of no more than 6 weeks for the SIC stage.	Time limit exceeding that mentioned in Col. 4, will attract a 0.25% penalty per week (i.e. 7 days) of delay. This penalty will be applicable on payment due to be made on that particular milestone. (Max. cumulative penalty shall not exceed 15% of total

				payment due by SIC stage)
During O&M Phase				
2	Data Inputs during Digitizing & Geo-referencing Works	DP & TPS records including F-Form shall be void of data-input linked errors ^		Rs. 2000 for each error
3	Web-GIS	Web-GIS data should be void of any topological errors		Rs. 5000 for each error
4	Rectification in Any Module	Agency is supposed to rectify the system as per the written directions of the TPVD in Any Module, as relevant, as part of O&M.	Delay of more than 7 days from the mutually decided time for particular rectification.	Rs. 2000/ day of delay
5	MIS, Dashboards and Analytics	In MIS, Dashboards and Analytics	Delay of more than 30 days to configure from the date of written communication by the TPVD.	Rs. 1000/ day of delay
6	Any corrupt/ malpractices	Any Corrupt Practice by any of the official associated with the Agency **(***)**		Rs. 500000/ incident

(^) The Agency shall take due care while data entry of inputs during Digitizing & Geo-referencing Works. The Agency shall setup mechanism to prevent these errors during the entire contract period. The Agency shall assure from its end that data inputs made during implementation stage are appropriate as per records provided by officials and stands corrected at the time of Go-Live or start of O&M phase. In event of breach, if agency fails to provide proper justification or prove that error is due to false submission of data from official side, the Agency shall be liable for prescribed SLA penalty.

(***)This shall apply when TPVD concludes that the official from the Agency's team i.e. official on the payroll of Agency or official associated with Agency in any manner related to this Project, has adopted corrupt practices or malpractices with bad intentions. Further this may attract legal actions.

vii. Evaluation from IT side

Table 2: IT related SLAs				
#	**Major Area**	**Parameter**	**Requirements**	**Penalty/ Breach**
	Col. 2	Col. 3	Col. 4	Col. 5
1	Availability of Application on Portal	Availability Report from GSDC	99.7% availability	Rs. 2000/hr. of shortfall than required benchmark
2	Security and Data Protection	Security Audit Report by GSDC/ CERT-In/ Other Agency appointed by the TPVD Security Incident / Issue – Time in which to be resolved 1. Critical – Within 24 hrs. 2. High level – 24	Exceeding 24 hours for Resolution time to security incidents. Time to be calculated from the date and time, audit report received by Agency.	Rs. 5000/ incident of lapse in case of critical level severity Rs. 3000/ incident of lapse in case of high & medium level severity Rs. 2000/ incident of lapse in case of low level severity

		hrs. 3. Medium level – 7 days 4. Low level – 15 days		
3	Resolution Time (Only for Bug fixing)	Time taken by the Agency to fix the problem & release the same into the production system	**Severity Level 1**: within 24 hours **Severity Level 2**: within 7 days **Severity Level 3**: within 20 days	Rs. 5000/ incident of lapse in case of Severity Level 1. Rs. 3000/ incident of lapse in case of Severity Level 2 & 3.
4	Availability of Virtual Server	Availability Report from GSDC	99.7% availability	Rs. 2000/hr. of shortfall than required benchmark

viii. Manpower related SLA

a. Manpower related SLAs shall be in-force after 30 days of work order.

b. Evaluation & Penalty

Table 3: Manpower related SLAs

#	SLA Measure	Target	Flat Penalty Rs.
1	Absenteeism i.e. Shortfall of cumulative man-days in a month, in other words absence of manpower and not made alternate arrangement	> Cumulative leaves in man days (per profile)	2000 per absent man-day
2	Not Recruited/ Not Deployed Manpower within 30 days of	Breach	5000 per day per vacancy

	request for new hiring/ replacement by the TPVD		

c. Leave Policy for deployed manpower shall be as below.
    i. Manpower deployed by Agency shall be entitled to 2 leaves per individual per month.
    ii. Internal distribution of cumulative leaves in man days within the deployed manpower shall be managed by the Agency through its Project Executive.
    iii. The Agency has to implement the attendance system and share the attendance report of each person deployed as part of team on monthly basis to the TPVD through Project Executive.

ix. Service Level Change Control
    a. It is acknowledged that the service levels may change as the roles and responsibilities evolve over the course of the contract period.
    b. Any changes i.e. addition / alteration / omission of SLA parameter, during the contract period between the TPVD and the Agency, can be provisioned on request by either party i.e. TPVD or Agency.
    c. In either of the two cases i.e. change request in SLA parameter by the either party, both the parties shall discuss on the revised requirement for better understanding and to mutually decide on service levels.
    d. Any change in SLA parameter shall be duly signed by both parties and be documented as an addendum to the Contract.

x. Force Majeure
    a. Exceptions due to Force Majeure as described in this document, shall be treated as an exception. Moreover complete / limited relaxation with regards to this SLAs may be granted on request by the Agency or otherwise by the TPVD at its discretion.

Section – 6 FINANCIAL BID FORMAT

i. Agency shall submit financial quote in prescribed format only.

ii. The Agency shall read this document entirely & carefully and quote for the price exclusive of all taxes and duties in the financial bid. Any Govt. Taxes / Duties would be applicable as on actual at the time of invoice.

iii. The Agency shall share applicable composite development rate (in man-month format) in Table D. Price mentioned in Table E shall be used by the TPVD for processing of any change request on requirement basis.

   a. Quoted price shall be for 01-01-2027 as a benchmark.

   b. 5% annual increment (simple interest) is admissible, upto the entire contract period.

iv. Payments related to CAPEX cost for the development of TPVD Web-GIS Portal shall be made out of Capital Grant. Whereas payment related to O&M of TPVD Web-GIS Portal, Digitizing & Georeferencing Work and Change Request shall be made from Revenue Grant.

Table – A: CAPEX for the Development of TPVD Web-GIS Portal							
Sr.	**Scope of Deliverables**	**Qty**	**Unit Price (without GST)**	**Total Price (without GST)**	**Applicable GST (in %)**	**Applicable GST (in Amount)**	**Total Amount (with GST)**
A	B	C	D	E	F	G	H
1	Development of TPVD Web-GIS Portal	1	XXXX	XXXX	X%	XXXX	XXXX
2	Onboarding of DP related datasets as mentioned	2,01,480 ha.	XXXX per ha.	XXXX	X%	XXXX	XXXX

	in Schedule-2.						
3	Onboarding of TPS related datasets as mentioned in Schedule-3.	2623 ha.	XXXX per ha.	XXXX	X%	XXXX	XXXX
4	Data Migration & Updation of TPS mentioned in Schedule-4.	107 no. of TPS	XXXX per TPS	XXXX	X%	XXXX	XXXX
						Total of Table – A	**XXXX**

Table – B: OPEX for the O&M of TPVD Web-GIS Portal							
Sr.	**Scope of Deliverables**	**Qty**	**Unit Price (without GST)**	**Total Price (without GST)**	**Applicable GST (in %)**	**Applicable GST (in Amount)**	**Total Amount (with GST)**
A	B	C	D	E	F	G	H
1	O&M of TPVD Web-GIS Portal as per this document - Quarterly	12 Quarters	XXXX	XXXX	X%	XXXX	XXXX

2	All kinds of OS, DB, Middle Ware and other licenses/support cost (Post Go-Live)	12 Quarters					
						Total of Table – B	**XXXX**

Below mentioned cost is only for reference as and when required during the contract period.

Table – C: Digitizing & Georeferencing Works (Additional Rate Card)							
Sr.	**Particular**	**Unit**	**Unit Price (without GST)**	**Total Price (without GST)**	**Applicable GST (in %)**	**Applicable GST (in Amount)**	**Total Amount (with GST)**
A	B	C	D	E	F	G	H
1.1	Development Plan	per ha.	XXXX	XXXX	X%	XXXX	XXXX
1.2	Town Planning Schemes (including linking of F-Form)	per ha.	XXXX	XXXX	X%	XXXX	XXXX
1.3	Updation of TPS under stage progression • Draft to Prelim • Prelim to Final • Varied u/s 71	per ha.	XXXX	XXXX	X%	XXXX	XXXX
						Total of Table – C	**XXXX**

Table – D: Change Request Rate Card							
Sr.	Scope of Deliverables	Qty	Unit Price (without GST)	Total Price (without GST)	Applicable GST (in %)	Applicable GST (in Amount)	Total Amount (with GST)
1	Composite Development Rate in man-month i.e. 30 days	1	XXXX	XXXX	X%	XXXX	XXXX
						Total of Table – D	**XXXX**

SUMMARY OF FINANCIAL BID		
Sr.	**Particular**	**Value (In Rupees)**
1	Total of Table – A	XXXX
2	Total of Table – B	XXXX
Grand Total (inclusive of all taxes)		**XXXX**

Note :-

i. The Financial Bid (Sum of Total of Table A & Table B) shall be evaluated based on the Grand Total derived in above table “Summary of Financial Bid”.

ii. The financial offer submitted by the Bidder shall be strictly in conformity with the payment terms, milestones and other financial conditions prescribed in the RFP. Any deviation in the financial offer/payment terms may render the bid liable for rejection.

iii. Total OPEX Cost (i.e. Total of Table-B) should not be less than 40% of Project Cost (i.e. Sum of Total of Table A & B).

iv. In Table-C (Digitizing & Georeferencing Works) (Additional Rate Card), unit price quoted by bidder for Sr. No. 1.1 (DP) and Sr. No. 1.2 (TPS incl. F-Form) is capped on higher side up to 10% more than the unit price quoted by bidder in Table-A (CAPEX Cost) for Sr. No. 2 (DP related datasets) and Sr. No. 3 (TPS related datasets) respectively.
    - E.g. Bidder A has quoted unit price of Rs. 100 per ha. for Sr. No. 2 activity in Table-A (CAPEX Cost). Therefore, the upper limit for unit price to be quoted in Table-C for Sr. No. 1.1 shall be Rs. 110 per ha.

v. In Table-C: Digitizing & Georeferencing Works (Additional Rate Card), unit price quoted by bidder for Sr. No. 1.3 is capped up to 40% of the unit price quoted in Sr. No. 1.2 of Table C.
    - E.g. Bidder A has quoted unit price of Rs. 100 per ha. for Sr. No. 1.2 activity in Table C. Therefore, the upper limit for unit price to be quoted in Table-C for Sr. No. 1.3 shall be Rs. 40 per ha.

vi. Bidder shall provide the financial breakup (man-month) of Table – A: CAPEX for the Development of TPVD Web-GIS Portal for Sr # 1 (Development of TPVD Web-GIS Portal) against each development team who will work under this project.

vii. Table – D: Change Request Rate Card, the unit price quoted by bidder should not be more than 10% of man-month as mentioned in Table – A: CAPEX for the Development of TPVD Web-GIS Portal (Sr#01)

viii. The Bidder shall upload the detailed Bill of Materials (BOM)/price breakup for all applicable quoted components along with the Financial Bid on GeM. The price breakup shall, wherever applicable, include item description, component/sub-component, part/sub-part code, product/service details, license type, licensing model, quantity, unit price, total price, applicable taxes/GST and other relevant commercial details. The detailed BOM shall be consistent with the Financial Bid submitted by the Bidder.

ix. The Bidder shall ensure that there is no discrepancy between the prices quoted in the Financial Bid and the detailed BOM/price breakup uploaded on GeM. In case of any discrepancy, the provisions relating to correction/discrepancy in the RFP and applicable procurement rules shall prevail.

x. All bank charges, remittance charges, transaction charges and other incidental charges, if any, associated with receipt of payment under the Contract shall be borne by the selected Bidder/SI.

Section-7 TERMS OF PAYMENT

i. TPVD shall pay the Agency in the following manner and at the following times, on the basis of the price approved by the Competent Authority.

ii. Payment terms during Implementation Phase will be as per achieved milestone as mentioned in this document.

iii. Payment Schedule:

Sr. No.	Particulars of Payment	Completion Timeline (in Weeks)	Payment Terms
C.1	C.2	C.3	C.4
Implementation Phase			
1	Project Kick-off Deployment of Project Executive	T + 1 week	No Payment at this stage
2	Project Plan Submission and Deliverable as per Phase-1	T + 3 months	30% of Total CAPEX Value (Sum of Table-A)
3	Deliverable as per Phase-2	T+ 9 months	40% of Total CAPEX Value (Sum of Table-A)
4	Issuance of Successful Implementation Certificate	T + 12 months	30% of Total CAPEX Value (Sum of Table-A)
O&M Phase			
5	O&M of TPVD Web-GIS Portal as per this document		OPEX Value of the Project as per Table-B of Financial Bid equated as quarterly payments, after the end of each quarter from the date of issuance of SIC.
Digitizing & Georeferencing Works			

6	Digitizing & Georeferencing Works	As on actual basis	a. Quarterly payment as an arrears based on the rate discovered in Table-C. b. Quantity of Work shall be as on actual basis. c. Works identified in Schedule-2 & 3 shall not be considered under this section separately.

iv. General Conditions of Payment

a. T = Date of Work Order
b. No advance payments will be made.
c. All payments will be subject to penalties for delays, as specified in the Service Level Agreement (SLA). In case of any penalties applied due to delays or non-compliance with SLAs, the corresponding deductions will be made before processing payments.
d. The financial offer submitted by the Agency must be in conformity with the payment terms proposed in this document.
e. Each payment shall be made on receipt of separate invoice on the successful completion of milestone as per this payment schedule.
f. The Agency's request for payment shall be made to the TPVD in writing, accompanied with the supporting documents as prescribed by the TPVD.
g. All documents required i.e. whichever applicable along with invoices for desired deliverables, shall be submitted to TPVD in triplicate.
h. Due payments shall be made at the earliest, generally within ninety (90) days after submission of an invoice along with necessary documents as per this document or as prescribed by the TPVD.
i. All payments shall be made in Indian currencies unless otherwise agreed between the parties.

j. All remittance charges will be borne by the Agency.

k. Wherever annual escalation is applicable under this RFP, including but not limited to SLA-linked rates and change request rates, the applicable rates shall be increased at the prescribed annual escalation percentage on a non-compounding basis, with the base rate as on 01.01.2027. For illustration, if the base rate is ₹100 on 01.01.2027 and the annual escalation is 5%, the applicable rate shall be ₹105 on 01.01.2028, ₹110 on 01.01.2029, ₹115 on 01.01.2030, and so on.

l. In case of disputed items, the disputed amount shall be withheld and will be paid only after settlement of the dispute.

m. Payments related to CAPEX cost for the development of TPVD Web-GIS Portal shall be made out of Capital Grant. Whereas payment related to O&M of TPVD Web-GIS Portal, Digitizing & Georeferencing Work and Change Request shall be made from Revenue Grant.

n. In case of any dispute regarding quantum of work, the decision of the TPVD shall be final and binding on the Agency after giving reasonable opportunity of representation to the Agency.

o. Taxes, as applicable, will be deducted /paid as per the prevalent rules and regulations.

Section- 8 Schedule & Annexures

Schedule 1 – Description of Manpower Profiles i.e. Minimum Qualification, Skills Required, Experience, etc.

Sr	Role / Profile	Qualification & Experience
1	Project Executive	Qualification : • Bachelors or Masters from Computer / IT / EC / IT related engineering OR BCA/ MCA OR Civil / Architecture / Planning OR Geomatics / Geography / Remote Sensing & GIS based background from recognized University Skills Required / Scope of Work : • Able to act as a link and communicate project domain specific and IT requirements / IT related issues to the Agency's offsite team • Coordination, Documentation & Presentation • Role is to provide continuous support in the implementation and O&M of TPVD Web-GIS Portal. He shall also continuously analyze the functioning of Portal to detect in advance any possible difficulties or glitches that may arise in the system and take preemptive measures. • He shall function as a nodal person of contact from the Agency's side for any kind of on-site or off-site requirements. Experience : • Overall 10+ years with minimum 5+ years' experience in enterprise GIS projects or projects of similar kind

Schedule 2 – Development Plan details

Sr. No.	Authority Name	Sanc. Year	Area (in Ha.)	Available Format
1	Alang ADA	2018	13,188	CAD
2	Dholka NP	2018	1,625	Hardcopy
3	Junagadh UDA	2018	11,300	CAD
4	Kadi	2018	1,759	CAD
5	Bhuj ADA	2019	5,623	GIS
6	Borsad	2019	2,193	Hardcopy
7	Dhrangadhra	2019	3,904	Hardcopy
8	Jhagadia-Sultanpur GP	2019	1,699	Hardcopy
9	Karjan	2019	1,527	CAD
10	Shamlaji ADA	2019	360	CAD
11	Viramgam	2019	1,313	CAD
12	Dhoraji	2020	6,904	Hardcopy
13	Surat UDA	2020	1,08,500	GIS
14	Thangadh	2020	1,340	Hardcopy
15	Vijapur	2020	372	Hardcopy
16	Bardoli	2021	6,568	GIS
17	Dharampur	2021	1,551	Hardcopy
18	Limbdi	2021	740	Hardcopy
19	Navsari	2021	7,800	CAD
20	Valsad	2021	1,367	Hardcopy
21	Botad	2023	6,716	CAD
22	Savarkundla	2025	7,905	CAD
23	Chhota Udepur	2026	401	Hardcopy
24	Palanpur	2026	3,800	Hardcopy

25	Pardi	2026	1,310	Hardcopy
26	Santrampur	2026	1,715	CAD
Total Area(Ha)			2,01,480	

Note: Above area and details are indicative as per ready reckoner data available. Actual area and details may vary as per records at the time of implementation.

Schedule 3 – Town Planning Scheme (TPS) details

Sr. No.	Town/ City	TPS Scheme No. and Name	Stage	Available Format	Approx Area (Ha.)
1	2	3	4	6	7
1	Bhavnagar	4 Vartej	Final Sanc.	Hardcopy	96.00
2	Bhavnagar	7 Adhewada	Final Sanc.	Plan available in CAD, F-Form available in Excel.	83.43
3	Bhavnagar	11 Adhewada	Final Sanc.	Plan available in CAD, F-Form available in Excel.	70.17
4	Bhavnagar	13 Tarsamiya	Prelim Sanc.	Plan available in CAD, F-Form available in Excel.	77.11
5	Bhavnagar	32 Shampara-Sidsar	Prelim Sanc.	Hardcopy	65.56
6	Gondal	1 Gondal	Final Sanc.	Hardcopy	72.23
7	Jamnagar	4 Jamnagar-Dhunvav	Prelim Sanc.	Plan available in CAD, F-Form available in Excel.	166.56
8	Jamnagar	5 Jamnagar-Vibhapar	Final Sanc.	Hardcopy	128.52
9	Rajkot	43 Vajadi Vad	Prelim Sanc.	Hardcopy	178.17
10	Gandhinagar	15 Kolavada	Prelim Sanc.	Hardcopy	91.11
11	Mehsana	Mehsana-4	Final Sanc.	Hardcopy	98.74
12	Patan	Patan 2 Samalpati	Final Sanc.	Plan available in CAD, F-Form available in Excel.	210.97
13	Anand	1 (Anand)	Final Sanc.	Hardcopy	82.55

14	Bilimora	1 (Bilimora-Desra)	Prelim Sanc.	Hardcopy	116.88
15	Dahod	1 (Dahod)	Final Sanc.	Hardcopy	150.77
16	Godhra	2 (Godhra)	Final Sanc.	Hardcopy	36.00
17	Surat	47 Kholvad-Bhada	Prelim Sanc.	Plan available in CAD, F-Form available in Excel.	184.76
18	Surat	48 Kholvad	Prelim Sanc.	Plan available in CAD, F-Form available in Excel.	189.37
19	Surat	52 Saniya-Hemad-Kosmada-Chhedcha	Prelim Sanc.	Plan available in CAD, F-Form available in Excel.	194.06
20	Surat	57 Kharvasa-Eakalera	Prelim Sanc.	Plan available in CAD, F-Form available in Excel.	167.00
21	Surat	61 Kosmada-chhedchha-avian	Prelim Sanc.	Plan available in CAD, F-Form available in Excel.	163.33
Total Area in Hectare					**2623.29 (~2623)**

Note: Above area and details are indicative as per ready reckoner data available. Actual area and details may vary as per records at the time of implementation.

Schedule 4 – Town Planning Scheme (TPS) to be updated as part of data migration activity.

Sr. No.	Town/ City	Town Planning Scheme	Area in Ha	Stage Progress Required
1	**2**	**3**	**4**	**5**
1	Ambaji	1 Ambaji	6.07	
2	Ambaji	2 Ambaji	2.87	
3	Anand	2 (Anand)	167.95	
4	Anand	3 (Anand)	132.80	
5	Anand	4 (Anand)	150.00	
6	Anand	5 (Anand)	16.00	
7	Anand	6 (Anand)	95.00	
8	Anand	7 (Anand)	110.00	
9	Anand	8 (Anand)	100.26	
10	Anand	9 (Anand)	81.00	
11	Anand	10 (Anand)	67.91	Prelim to Final
12	Anand	1 (Karamsad)	80.93	
13	Anjar	1 Anjar	9.84	
14	Anjar	2 Anjar	9.62	
15	Anjar	3 Anjar	8.07	
16	Anjar	4 Anjar	4.85	
17	Ankleshwar	1 (Ankleshwar)	58.00	
18	Bardoli	1 (Bardoli)	78.89	
19	Bardoli	2 (Bardoli)	42.48	
20	Bavla	Bavla-1	105.84	
21	Bavla	Bavla-2	751.00	
22	Bavla	Bavla-3	86.60	
23	Bhachau	1 Bhachau	27.47	

24	Bharuch	1 (Bharuch)	71.00	
25	Bharuch	2 (Bharuch) Spilt (Part-1)	110.00	
26	Bharuch	2 (Bharuch) Spilt (Part-2)	1.66	
27	Bharuch	3 (Bharuch)	144.66	
28	Bhavnagar	1/A Chitra	66.00	
29	Bhavnagar	1/B Chitra	22.10	Prelim to Final
30	Bhavnagar	2/A Fulsar	65.00	
31	Bhavnagar	2/B Fulsar	43.00	
32	Bhavnagar	3 Ruva	142.00	Prelim to Final
33	Bhavnagar	5/A Sidsar	63.94	Prelim to Final
34	Bhavnagar	8 Ruva	64.00	Prelim to Final
35	Bhavnagar	9 Ruva	72.00	Prelim to Final
36	Bhavnagar	10 Adhewada	76.91	Prelim to Final
37	Bhavnagar	12 Tarsamiya	72.00	Prelim to Final
38	Bhuj	1 Bhuj	1.34	
39	Bhuj	2 Bhuj	1.22	
40	Bhuj	3 Bhuj	12.24	
41	Bhuj	4 Bhuj	17.83	
42	Bhuj	5 Bhuj	10.12	
43	Bhuj	6 Bhuj	14.23	
44	Bhuj	7 Bhuj	10.10	
45	Bhuj	8 Bhuj	39.54	
46	Borsad	1 (Borsad)	75.00	
47	Borsad	2 (Borsad)	76.30	

48	Dabhoi	1 (Dabhoi)	146.59	Prelim to Final
49	Dholka	Dholka-1	51.00	
50	Gandhinagar	11/A Adalaj	55.00	Prelim to Final
51	Gandhinagar	17 Chiloda	147.23	
52	Godhra	1 (Godhra)	7.25	
53	Gondal	2 Gondal	65.00	
54	Jamnagar	1 Jamnagar Vibhapar	207.00	
55	Jamnagar	2 Jamnagar Vibhapar	186.00	
56	Jamnagar	3 /A Jamnagar Dhunvav	87.00	Prelim to Final
57	Jamnagar	3 /B Jamnagar Dhunvav	79.00	Prelim to Final
58	Jamnagar	1 Jamnagar	110.00	
59	Jamnagar	2 Jamnagar	170.00	
60	Junagadh	Junagadh	113.00	
61	Junagadh	2 Junagadh	213.00	
62	Kadi	Kadi 2(2 /1+2/2)	127.30	Prelim to Final
63	Karjan	1 (Karjan) (Sector-A)	38.38	
64	Karjan	2 (Karjan) (Sector-A)	46.06	
65	Mehsana	Mehsana-1	93.00	
66	Mehsana	Mehsana-2	56.28	
67	Nadiad	1 (Nadiad)	220.80	
68	Nadiad	2 (Nadiad)	97.15	
69	Nadiad	3 (Nadiad)	86.60	
70	Nadiad	4 (Nadiad)	90.00	Prelim to Final
71	Nadiad	5 (Nadiad)	67.00	Prelim to Final

72	Navsari	1 (Navsari)	112.94	
73	Navsari	2 (Navsari)	101.17	
74	Navsari	3 (Navsari)	78.52	
75	Navsari	4 (Navsari)	62.00	
76	Patan	Patan 1	87.71	
77	Petlad	1 (Petlad)	40.87	
78	Petlad	2 (Petlad)	106.81	
79	Petlad	3 (Petlad)	53.00	
80	Shamlaji	1 Shamlaji	44.31	
81	Siddhpur	Siddhpur-1	86.30	
82	Surat	30 (Vanakala- Okha- Vihel)	163.89	Prelim to Final
83	Surendranagar	1 Surendranagar	100.00	
84	Surendranagar	2 Surendranagar	97.88	
85	Surendranagar	1 Wadhwan	135.70	
86	Umreth	Umreth-1	64.45	
87	Una	1 Una	121.39	
88	Una	2 Una	123.40	
89	Una	3 Una	151.20	
90	Una	4 Una	90.00	
91	Unjha	Unjha 1	130.91	
92	Unjha	Unjha -2	55.80	
93	Unjha	Unjha -3	58.22	
94	Unjha	Unjha 4	187.50	Prelim to Final
95	Unjha	Unjha -5	107.00	
96	Unjha	Unjha 6	107.00	Prelim to Final
97	Unjha	Unjha 7	90.50	Prelim to Final

98	Vadodara	Padra-1	67.10	
99	Vadodara	Padra-2	58.56	
100	Vadodara	1 Nimetha	78.88	
101	Vadodara	2 Khanpur - Ankodia	63.00	Prelim to Final
102	Valsad	Valsad 1 (Malav-Talav)	28.00	
103	Valsad	Valsad-2, Tithal -Dharam Rd	140.00	
104	Veraval	1 Veraval	145.00	
105	Veraval	2 Veraval	110.00	
106	Viramgam	Viramgam-1	98.71	
107	Vyara	Vyara-1	48.55	

Note: Above area and details are indicative as per ready reckoner data available. Actual area and details may vary as per records at the time of implementation.

FORMATS AND ANNEXURES

Annexure – Bidders Information

(To be submitted on the Letterhead of the Bidder and signed by the Authorized Signatory)

#	**Particulars**	**Details**
I.	Name of Firm	
II.	Address of the Corporate Headquarters with name, address, telephone no., contact person, mobile no., and email ID	
III.	Date of Incorporation	
IV.	PAN / TAN / GSTIN Details	
V.	Key Contact Person(s) for this Project (with Designation, Mobile Number, and Email ID)	

Note:

a) All above fields are mandatory.

b) Bidders may attach additional sheets or enclosures, if necessary, to provide complete responses or details.

(Authorized Signatory)

Name: _____

Designation & Authority: _____

Place: _____

Date: _____

Company Name: _____

Business Address: _____

Official Seal/Stamp: _____

Annexure– Relevant Experience

(To be submitted for each qualifying project. Bidders must attach supporting documentary proofs.)

#	**Details**	**Response**
1.	Assignment Name	
4.	Name of Client	
5.	Address of Client	
6.	Approx. Value of the Contract	INR _____
7.	Approx. Value of Services Provided Under the Contract (in Current INR)	INR _____
8.	Duration of Assignment (in months)	
9.	Start Date (Month/Year)	
10.	Completion Date (Month/Year)	
11.	Brief about Project Scope	
13.	Project Completion Certificate (attached?)	Yes / No
14.	Acceptance from Concerned Officers (attached?)	Yes / No
15.	Narrative Description of the Project	(Brief scope, objectives, outcomes)
16.	Description of Actual Services Provided by the Bidder	(Clearly list responsibilities & deliverables)

Note:

- All responses should be backed with relevant documentation such as work orders, client certificates, acceptance letters, or completion certificates.
- If multiple projects are to be submitted, bidders are advised to replicate this format for each project separately.
- Only those projects should be listed that demonstrate compliance with the eligibility or technical criteria defined in this TOR.

Annexure – Proposed Project Team

Bidder will have to mention the below the manpower details with hierarchy

Proposed Team

The entire team of the project proposed for Development period by bidder will be at onsite/ Client location office.

Using the format below, please provide the summary information on the profiles you propose to include for evaluation and the roles they are expected to play in the project:

Sr. No.	Proposed Role	Number of Resources	Area of Expertise	Key Responsibilities

Annexure – CV for Professional Staff Proposed

Please provide detailed professional profiles of the staff proposed for evaluation. The profile for a single staff member must not exceed two pages.

#	Description	Details
1	Name	
2	Designation	
3	Role proposed for	
4	Current responsibilities in the responding firm	
5	Total years of relevant experience	
6	Years of experience with the responding firm	
7	Educational qualifications:	
	Degree	

	Academic institution graduated from	
	Year of graduation	
	Specialization (if any)	
8	Professional certifications (if any)	
9	Professional Experience details (project-wise):	
	Project name	
	Client	
	Key project features in brief	
	Location of the project	
	Designation	
	Role	
	Responsibilities and activities	
	Duration of the project	

Form 1: Proposal Covering Letter

(To be on the Bidder's letterhead duly Signed by Authorized Signatory)

GeM Bid No:

To

The Chief Town Planner

Town Planning & Valuation Department
Office of The Chief Town Planner
Opp. St. Xavier School, Sector 10/A,
Gandhinagar, Gujarat – 382010

Ref: RFP for XXXXXXXXXXXXXXX

Dear Sir,

We ……. (Name of the bidder) hereby submit our proposal in response to notice inviting tender date ……. And tender document no. xxxxxxxxxx Dated: dd/mm/yyyy 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 items (including services) as per the price bid format Section-6 as mentioned in the RFP.
5. We the Bidder are not under a declaration of Ineligibility for corrupt or fraudulent practices or blacklisted by any of the Government agencies.
6. We have an office in Gandhinagar/ Ahmedabad and relevant documents for the same are attached. We undertake that if the local presence is not there, we shall establish an office at Gandhinagar/ Ahmedabad, within 30 days from the date of the award of contract.
7. Town Planning & Valuation Department may contact the following person for

   Further Information regarding this tender: -

   a. Name & Designation:
   b. Full address of office
   c. Email ID & Contact No.
8. We are uploading our Response to the RFP (Eligibility, technical and financial bid documents) as per the instructions set out in this RFP.

Yours sincerely,

Authorized Signature (in Full and Initials)
Name and Title of Signatory:
Name of Firm:
Address: Email
Address:

Telephone number & Fax

Form 2: Format for General Information

Sr.No	Particulars	Details	Documentary evidence to be included
1.	Name of the Bidder	Name: (Mention the type of entity: Private limited I Partnership/ Proprietorship)	Incorporation Certificate
2.	Country of Registration		Incorporation Certificate
3.	Address of the corporate headquarters and its branch office(s), if any, in India		
4.	Date of incorporation and commencement of business	DD/MM/YYYY	
5.	List of current directors		
6.	Other key management personnel		Details to be submitted
7.	Brief description of the Company including details of its main lines of business.		Company Profile
8.	Details of the individual (s) who will serve as the point of contact/ communication within the Company:	Name: Designation: Address: Mobile Number: E-Mail Address:	
9.	PAN details (Company & Director)		Copy of the PAN card
10.	GST Registration No.		GST registration certificate

11.	ISO & CMMI Certification	Details	Certificates
12.	EPFO	Details	
13.	ESIC	Details	
14.	Balance Sheet/ Profit & Loss/ Audit Reports/ Income Tax Return Submission/ CA Certificate 2022-23, 2023- 24 and 2024-25.	Details	CA certificate from Chartered Accountant / Statutory Auditor
15.	Project (Work Order/ Agreement/ Certificate)	Details	Work order, Agreement, Completion certificate from the client.

Signature

Name:_____Designation: _____ Company

Seal Company_____Date: _____

Form 3: Format for Financial Summary of the Bidder

(Same should be furnished by the Charted Accountant / Statutory Auditor on their letter head)

Average Annual Turnover of the Bidder (from works related to providing Web, Mobile and Software Development)

S. No	Financial Year	Annual Turnover (INR)
1.	FY 2023 - 2024	
2.	FY 2024 - 2025	
3.	FY 2025 - 2026	
	[Average Annual Turnover]	[indicate sum of above divided by 3]

Note: Bidders are required to provide data for last three years ending 31st March 2026. Audited Balance Sheets are also required to be submitted for the same.

UDIN No:_____

Certificate from the Statutory Auditor

Note:

1. The Bidder shall submit audited annual reports (financial statements: balance sheets, profit and loss account, notes to accounts etc.) in support of the financial data duly certified by statutory auditor/s. In case, the company does not have a statutory auditor/s, it shall be certified by the chartered accountant that ordinarily audits the annual financials of the company.
2. Certificate(s) from the statutory auditors specifying the Turnover of the Bidder for FY 2023-24, FY 2024-25 and FY 2025-26. For the purpose of this RFP, net worth shall mean the sum of subscribed and paid-up equity share capital and reserves from which shall be deducted the sum of revaluation reserve, miscellaneous expenditure not written off and reserves not available for distribution to equity shareholders.

Form 4: No Blacklisting

(To be printed on INR 300/- Stamp Paper)

Date: To,
The Chief Town Planner

Town Planning & Valuation Department
Office of The Chief Town Planner
Opp. St. Xavier School, Sector 10/A,
Gandhinagar, Gujarat – 382010

Sir,
In response to the Tender Ref. No. _____
Dated

for "Selection of an Agency for Design, Development, Implementation, Operations and Maintenance of the TPVD Web-GIS Portal for the State of Gujarat", as an Owner/Partner/Director of_, I/We herebydeclare that presently our Company/Firm _____is having unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/PSU.

We further declare that presently our Company/Firm_____is not blacklisted and not declared ineligible for reasons other than corrupt and fraudulent practices by any State/Central Government/PSU on the date of bid submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken,my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Yours sincerely,

Authorized Signature (in Full and Initials)
Name and Title of Signatory:
Name of Firm:
Address: Email
Address:
Telephone number & Fax:

Form 5: Not Terminated, Not Being Insolvent or In Receivership or Bankrupt

(To be printed on INR 300/- Stamp Paper)

Date:

To

The Chief Town Planner

Town Planning & Valuation Department

Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A,

Gandhinagar, Gujarat – 382010

Sir,

In response to the Tender Ref. No. _____ dated _____ for "Selection of an Agency for Design, Development, Implementation, Operations and Maintenance of the TPVD Web-GIS Portal for the State of Gujarat.", as an Owner/Partner/Director of _____, I/We hereby declare that presently our Company/Firm _____:

a. has not been terminated by any Government/Semi-Government or Public Authority or Public Institution in India or abroad, before the completion of respective Contract period for which it has executed the project or in process of execution of such project, on account of its poor performance, delay or abandonment of work by it.

b. is not insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not be declared defaulter by any financial institution, not have its business activities suspended and must not be the subject of legal proceedings for any of the foreGoIng reasons

c. not has, and their directors and officers not have, been convicted of any criminal

offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Yours sincerely,

Authorized Signature (in Full and Initials)

Name and Title of Signatory:

Name of Firm:

Address:

Email Address:

Telephone number & Fax:

Form 6: Office in Gandhinagar / Ahmedabad.

Date:

To

The Chief Town Planner

Town Planning & Valuation Department
Office of The Chief Town Planner
Opp. St. Xavier School, Sector 10/A,
Gandhinagar, Gujarat – 382010

Sir,

I/We_____, hereby declare that we have our registered office in Gandhinagar / Ahmedabad at_____.
We have attached_____as a supporting to the proof of address.

OR

I/We_____, hereby declare that we have our registered office at ___ and I/We shall setup office in Gandhinagar/ Ahmedabad within 30 days of issuance of work order as per the requirement of RFP.

Yours sincerely,

Authorized Signature (in Full and Initials)
Name and Title of Signatory:
Name of Firm:
Address: Email
Address:
Telephone number & Fax:

Form 7: Director and Partners not involved in any criminal offence.

Date: To
The Chief Town Planner
Town Planning & Valuation Department
Office of The Chief Town Planner
Opp. St. Xavier School, Sector 10/A,
Gandhinagar, Gujarat – 382010

Sir,

I/We_____, hereby declare that our directors and officers are not convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified.

Yours sincerely,

Authorized Signature (in Full and Initials)
Name and Title of Signatory:
Name of Firm:
Address: Email
Address:
Telephone number & Fax.

Form 8: Format for Showcasing Experience

Date: To

The Chief Town Planner

Town Planning & Valuation Department

Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A,

Gandhinagar, Gujarat – 382010

A. Project Summary Sheet:

Sr.no	Name of the Project	Completion Date	Project Duration	Project Cost	Client Name & Contact number or Email Address
1.					
2.					

Note: Add rows as required

B. Project Citation

(To be submitted for each project as per the table above)

S. No	Aspect	Details
1	Name of the Project	
2	Name of Client	
3	Start Date and End Date	DD/MM/YYYY to DD/MM/YYYY
4	Project Duration	
5	Project Cost	
6	Current Stage	
7	Client Contact Number & Email Address	Yes/No

8	Documentary Evidence being submitted	Choose from ▪ Work order ▪ Letter of Invitation / Award ▪ Agreement
9	Project Scope (In Brief)	<Project Scope highlighting all components as asked in this bid>

Note: *Each project profile must be duly supported by documentary evidence from the client side like Work Order, Agreement, and Completion Certificate for being considered for marking. Projects without evidence may be rejected. Bidders are advised to highlight relevant sections of the documentary evidence for quick reference of the Authority. Only eligible projects (as per terms & conditions provided in RFP) shall be considered for marking.*

Yours sincerely,

Authorized Signature (in Full and Initials) Name and Title of Signatory:
Name of Firm: Address:
Email Address:
Telephone number & Fax.

Form 9: Format for Land Border on Bidder/ OEM's Letterhead

Date: To

The Chief Town Planner

Town Planning & Valuation Department

Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A,

Gandhinagar, Gujarat – 382010

Sub: Undertaking as per Office Memorandum No.: F. No.6/18/2019-PPD dated 23.07.2020 published by Ministry of Finance, Dept. of Expenditure, Public Procurement division.

Ref: Bid Number:

I have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India. I certify that we as a bidder and quoted product from following OEMs are not from such a country or, if from such a country, these quoted products OEM has been registered with competent authority. I hereby certify that these quoted product & its OEM fulfills all requirements in this regard and is eligible to be considered for procurement for Bid number_____

No	Item Category	Quoted Make & Model

In case I'm supplying material from a country which shares a land border with India, I will provide evidence for valid registration by the competent authority, otherwise TPVD/End user Dept. reserves the right to take legal action on us.

Yours sincerely,

Authorized Signature (in Full and Initials)
Name and Title of Signatory:
Name of Firm:
Address: Email
Address:
Telephone number & Fax.

Form 10: Format for MAF on OEM's Letterhead

Date:

To

The Chief Town Planner

Town Planning & Valuation Department

Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A,

Gandhinagar, Gujarat – 382010

Ref: Bid Number:

Subject: MAF Authorization.

Dear Sir,

We, M/s_____Manufacturing make do hereby authorize M/s _____to submit a bid, and sign the contract with you against mentioned tender No: _____

We authorized the M/s_____for the following modules/products:

No.	Item Description	Make	Model	Unit of Measure

We hereby confirm that the offered Product in the referenced RFP will be provided unconditionally with a back to back warranty, maintenance and support services for proposed products for entire contract period as mentioned in the RFP through M/s. _____.

Sign and Stamp of Authorized person.

Form 11: Bank Guarantee format for Earnest Money Deposit

To

General Manager (Software Procurement)

Gujarat Informatics Ltd.

Block no. 2, 2nd floor, Karmayogi Bhavan,

Sector 10-A, Gandhinagar.

Whereas _____ (here in after called "the Bidder") has submitted its bid dated _____in response to the Tender no: xxxxxxxxxxxxxxxxxx for _____

KNOW ALL MEN by these presents that WE _____ _____having our registered office at _____ (hereinafter called "the Bank") are bound unto the_____, Gujarat Informatics Limited in the sum of -_____for which payment well and truly to be made to Gujarat Informatics Limited , the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____day of _____2025.

THE CONDITIONS of this obligation are:

The EMD may be forfeited, In case of a Bidder if:

1) The bidder withdraws its bid during the period of bid validity.

   a. The Bidder does not respond to requests for clarification of their Bid.

   b. The Bidder fails to co-operate in the Bid evaluation process.

   c. The bidder, fails to furnish Performance Bank Guarantee in time.

2) The bidder fails to Sign the contract in accordance with this RFP

3) The bidder is found to be involved in fraudulent and corrupt practices

We undertake to pay to the GIL up to the above amount upon receipt of its first written demand, without GIL having to substantiate its demand, provided that in its demand GIL will specify that the amount claimed by it is due to it owing to the occurrence of any of the above-mentioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to 9 months from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the GIL and further agrees that the guarantee herein contained shall continue to be enforceable till the GIL discharges this guarantee The Bank shall not be released of its obligations under these presents by any exercise by the GIL of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the GIL or any other indulgence shown by the GIL or by any other matter or things.

The Bank also agree that the GIL at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the TENDERER may have in relation to the SELLER's liabilities.

Dated at_____on this_____day of_____2025.

Signed and delivered by

_____

For & on Behalf of
Name of the Bank & Branch & Its
official Address with seal

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/4/2022/0002/DMO dated 20.05.2022 issued by Finance Department or further instruction issued by Finance department time to time.

Form 12: Performance Bank Guarantee

(To be stamped in accordance with Stamp Act)

Ref: Bank Guarantee

No.

To

The Chief Town Planner

Town Planning & Valuation Department Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A, Gandhinagar, Gujarat – 382010

Dear Sir,

Date:

WHEREAS..... (Name of Bidder) hereinafter called “the Bidder" has undertaken, in pursuance of Agreement dated, (hereinafter referred to as "the Agreement for “RFP for XXXXXXXXXX” ***(Tender No. xxxxxxxxxxxxxxxxx Dated: xx.xx.xxxx)*** for the Town Planning & Valuation Department.

AND WHEREAS it has been stipulated in the said Agreement that the Bidder shall furnish a Bank Guarantee ("the Guarantee") from a scheduled bank for the sum specified therein as security for implementing and maintaining the PROJECT.

1. WHEREAS we_____("the Bank", which expression shall be deemed to include it successors and permitted as Signs) have agreed to give the Town Planning & Valuation Department (TPVD) the Guarantee:

   THEREFORE, the Bank hereby agrees and affirms as follows:
   The Bank hereby irrevocably and unconditionally guarantees the payment of all sums due and payable by the Bidder to TPVD under the terms of their Agreement dated _____. Provided, however, that the maximum liability of the Bank towards TPVD under this Guarantee shall not, under any circumstances, exceed_____in aggregate.

2. In pursuance of this Guarantee, the Bank shall, immediately upon the receipt of a written notice from TPVD in that behalf and without delay/demur or set off, pay to TPVD any and all sums demanded by TPVD under the said demand notice, subject to the maximum limits specified in Clause 1 above. A notice from TPVD to the Bank shall be sent by Registered Post (Acknowledgement Due) at the following address:

_____

_____

Attention Mr._____.

3. This Guarantee shall come into effect immediately upon execution and shall remain in force for a period of months from the date of its execution. The Bank shall extend the Guarantee for a further period which may be mutually decided by the bidder and TPVD.

The liability of the Bank under the terms of this Guarantee shall not, in any manner whatsoever, be modified, discharged, or otherwise affected by:

- Any change or amendment to the terms and conditions of the Contract or the execution of any further Agreements.
- Any breach or non-compliance by the Bidder with any of the terms and conditions of any Agreements/credit arrangement, present or Future, between Bidder and the Bank.

4. The BANK also agrees that TPVD at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the BIDDER and not withstanding any security or other guarantee that TPVD may have in relation to the Bidder's liabilities.

5. The BANK shall not be released of its obligations under these presents by reason of any act of omission or commission on the part of TPVD or any other indulgence shown by TPVD or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the BANK.

6. This Guarantee shall be governed by the laws of India and the courts of Gandhinagar shall have jurisdiction in the adjudication of any dispute which may arise hereunder.

Dated this ……. Day of ……..,2025

Witness

(Signature) (Signature)

(Name) Bank Rubber Stamp

(Name)

(Official Address) Designation with Bank Stamp

Plus, Attorney as per Power of Attorney No.

Dated:

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/4/2022/0002/DMO dated 20.05.2022 issued by Finance Department or further instruction issued by Finance department time to time.

Form 13: Self Declaration

(TO BE SUBMITTED PHYSICALLY ALONG WITH EMD)

AFFIDAVIT

(To be submitted IN ORIGINAL on Non-Judicial Stamp Paper of Rs 300/- duly attested by First Class Magistrate/ Notary public)

I/We, _____, age_____

years residing at _____ in capacity of _____ M/s. _____ hereby solemnly affirm that.

All General Instructions, General Terms and Conditions, as well as Special Terms & Conditions laid down on all the pages of the Tender Form, have been read carefully and understood properly by me which are completely acceptable to me and I agree to abide by the same.

I We have submitted following Certificates I Documents for T.E. as required as per General Terms & Conditions as well as Special Terms & Conditions of the tender

Sr. No.	Name of the Document
1	
2	

All the Certificates I Permissions I Documents I Permits I Affidavits are valid and current as on date and have not been withdrawn I cancelled by the issuing authority.

It is clearly and distinctly understood by me that the tender is liable to be rejected if on scrutiny at any time, any of the required Certificates I Permissions I Documents I Permits I Affidavits is I are found to be invalid I wrong I incorrect I misleading I fabricated I expired or having any defect.

I / We further undertake to produce on demand the original Certificate I Permission I Documents I / I Permits for verification at any stage during the processing of the tender as well as at any time asked to produce.

I We also understand that failure to produce the documents in "Prescribed Performa" (wherever applicable) as well as failure to give requisite information in the prescribed Performa may result into rejection of the tender.

My / Our firm has not been banned I debarred I blacklisted in last three years (till the date of this letter) by any Government Department I State Government I Government of India I Board I Corporation I Government Financial Institution in context to purchase procedure through tender.

I / We confirm that I I We have meticulously filled in, checked and verified the enclosed documents I certificates I permissions I permits I affidavits I information etc. from every aspect and the same are enclosed in order (i.e., in chronology) in which they are supposed to be enclosed. Page numbers are given on each submitted document. Important information in each document is "highlighted" with the help of "marker pen" as required.

The above certificates/ documents are enclosed separately and not on the Proforma printed from tender document.

I / We say and submit that the Permanent Account Number (PAN) given by the Income Tax Department is_____, which is issued on the name of _____ _____[Kindly mention here either name of the Proprietor (in case of Proprietor Firm) or name of the tendering firm, whichever is applicable].

I / We understand that giving wrong information on oath amounts to forgery and perjury, and I/We am/are aware of the consequences thereof in case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, this office reserves the right to take legal action on me/us.

I / We have physically signed &stamped all the above documents along with copy of tender documents (page no. ---• to --).

I / We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliment with specification mentioned in the bid document.

My / Our Company has not filed any Writ Petition, Court matter and there is no court matter filed by State Government and its Board Corporation, is pending against our company.

I / We hereby commit that we have paid all outstanding amounts of dues/ taxes/ cess/ charges/ fees with interest and penalty.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of Tender Committee for disqualification will be accepted by us.

Whatever stated above is true and correct to the best of my knowledge and belief.

Date: Stamp & Sign of the Tenderer

Place: (Signature and seal of the Notary)

Form 14: Format for Power of Attorney

(To be provided in original on stamp paper of value required under law duly Signed by 'bidder'**)**

Dated:

POWER OF ATTORNEY

To Whomsoever It May Concern

Know all men by these presents, we____(name and registered office address of the Bidder) do hereby constitute, appoint and authorize Mr./ Ms./ Mrs. ___ (Name of the Person(s)), domiciled at_____(Address), acting as _____ (Designation and the name of the firm), as Authorized Signatory and whose Signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for award of Contract "RFP for XXXXXXXXXX", vide (Tender Document) Document No._____dated _____, issued by Town Planning & Valuation Department, including Signing and submission of all documents and providing information and responses to clarifications / enquiries etc. as may be required by Town Planning & Valuation Department or any governmental authority, representing us in all matters before Town Planning & Valuation Department, and generally dealing with TPVD in all matters in connection with our Proposal for the said Project. We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds, and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For ----------

(Signature)

(Name, Title and Address)

Accept (Attested Signature of Mr./Ms./Mrs._____

(Name, Title and Address of the Attorney)

Note: To be executed by the Bidder - The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. - Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executants(s).

Form 15: Total Responsibility Certificate

(To be provided in original on stamp paper of value required under law duly Signed by 'bidder'**)**

Date:

To

The Chief Town Planner

Town Planning & Valuation Department

Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A,

Gandhinagar, Gujarat – 382010

Sub : Statement of undertaking on total responsibility for the defect free operation of the proposed solution.

Ref: Bid Number:

Dear Sir,

We, M/s_____undertake and guarantees that the proposed solution, as detailed in the response to the Request for Proposal (RFP), is complete and fully compliant with the specified requirements.

We commit for the total responsibility ensuring the defect-free operation of the proposed solution and meeting the agreed-upon performance standards as per the RFP requirements for the entire contract period. Any omissions or deficiencies identified during the contract period will be promptly rectified by us at no additional cost to the Client.

In the event of our failure to meet these obligations, the Client reserves the right to take appropriate actions, including terminating the contract.

Yours sincerely,

Authorized Signature (in Full and Initials) Name and Title of Signatory:

Name of Firm:

Address: Email Address:

Telephone number & Fax.

Form 16: Undertaking

(To be provided in original on stamp paper of value required under law duly Signed by 'bidder'**)**

Date: To

The Chief Town Planner

Town Planning & Valuation Department

Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A,

Gandhinagar, Gujarat – 382010

Sub: Statement of undertaking on "Not usage of Direct/ Indirect stipulation of any kind for preferred tools" in the proposed RFP

Ref: Bid Number:

Dear Sir,

We, M/s_____undertake and guarantees that the proposed solution, as detailed in the response to the Request for Proposal (RFP), is complete and fully compliant with the specified requirements.

We commit that there shall not be any limitation / requirement / additional charges for any user to utilize particular drawing tool or otherwise, to avail the services of the proposed Solution.

Further, we commit that there shall not be any direct or indirect stipulation for preferred tools / plugins / software which require incurring of additional costs on part of any applicant / user to avail the services of the proposed Solution.

In the event of our failure to meet these obligations, the State Authority reserves the right to take appropriate actions, including terminating the contract.

Form 17: Undertaking

(To be provided in original on stamp paper of value required under law duly signed by 'bidder'**)**

Date:

To

The Chief Town Planner

Town Planning & Valuation Department

Office of The Chief Town Planner

Opp. St. Xavier School, Sector 10/A,

Gandhinagar, Gujarat – 382010

Sub: Statement of undertaking on "Deploying Professionals as part of Core Team as per submission in Bid" in the proposed RFP

Ref: Bid Number:

Dear Sir,

We, M/s_____undertake and guarantees that the proposed team constituents/ professionals, as detailed in the response to the Request for Proposal (RFP), will be deployed onsite/ offsite as per the project requirements as mentioned in the RFP, towards successful implementation of the Solution. These professionals shall be part of the Core Team, and if in any case, they need to be changed, it will be replaced by us with profiles of similar competence and experience. Moreover, in such case we will inform about the reasons for such change to the State Authority.

In the event of our failure to meet these obligations, the State Authority reserves the right to take appropriate action.

Yours sincerely,

Authorized Signature (in Full and Initials)

Name and Title of Signatory:

Name of Firm:

Address: Email

Address:

Telephone number & Fax.

******End*****