

**Government of West Bengal
Disaster Management & Civil Defence Department
Nabanna, 2nd Floor
325, Sarat Chatterjee Road, Mandirtala, Howrah – 711 102**

No. 3681-RL/O/EOC/7M-138/17 Dated: 04.12.2017

No:03/NIQ/WBDM& CD/2017-18

REQUEST FOR QUOTATION for

**“Providing & Operating nano/micro UAV service to monitor
the crowd movement during the Gangasagar Mela in South 24
Parganas District, State of West Bengal”**

The Joint Secretary, Disaster Management and Civil Defence Department on behalf of Governor of State of West Bengal, India invites eligible Consultants to bid in providing the Services for the aforesaid assignment. The detailed document of “Request for Quotation” is available on the website “wbmdm.gov.in” and can be downloaded from it. RFQ with all relevant information and documents must be uploaded online on e-procurement website “wbtenders.gov.in” and subscribed as “**Providing & Operating nano/micro UAV service in South 24 Parganas District**”
Last Date & Time of Submission of RFQ -22.12.2017

Sd/-

Joint Secretary

Disaster Management & Civil Defence Department
Government of West Bengal

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Disaster Management & Civil Defence Department
Nabanna
(2nd Floor)
325, Sarat Chatterjee Road
Mandirtala, Howrah-711102
email : wbdmeoc@gmail.com Phone : 2214-1522

No. 03/NIQ/WBDM&CD/2017-18

Dated:04. 12.2017

e- NOTICE INVITING QUOTATION

The Joint Secretary, Disaster Management & Civil Defence Department on behalf of Governor of State of West Bengal now invites Online e-Quotations through e-tendering portal <http://wbtenders.gov.in> from eligible service providers having experience insimilar nature ofwork forcarrying outthe followingjobs as detailed below:-

- | | |
|--|---|
| 1. Name of work | Providing & Operating nano/micro UAV service to monitor the crowd movement and other resources deployed like boats, vehicles, shelters etc. during the Gangasagar Mela in South 24 Parganas District. |
| 2. Scope of work | Scope of works related to surveillance of key areas have been included in Appendix-A:Terms of Reference(TOR). |
| 3. Period of Service | 7 days (10.01.2018 to 16.01.2018) |
| 4. Eligibility | <ol style="list-style-type: none">1. Similar Assignments undertaken in the past, availability of skills among staff and audited financial statement(s) for the last two years.2. The firm should be in similar business at least for the last 3 years (in case of JV, all the members shall satisfy the requirement).3. The firm shall be financially sound, and submit annual turnover and audited financial statement for the last two financial years available. The firms should have a track record of successfully completing at least one similar assignment during the previous seven years.4. The Agency may associate with other firms to enhance their qualifications. [The “Association” may take the form of a joint venture (with joint and several liability) and this should be stated clearly in their submission5. Trade License, PAN Card, valid 15-digit Goods and Services Taxpayer identification Number (GSTIN) under GST Act, 2017 and Up-to date clearance certificate of I. Tax & P. Tax. |
| 5. Application to qualify for procurement of Quotation documents | Intending agency is required to upload in Company’s letter head furnishing the requirements, stated in SL-4 above, in absence of which, participant is liable to rejection. |
| 6. Last date of | 21.12.2017 up to 3.30 pm |

- bid submission
7. Site visit & quoting Rates It is desirable that the intending agency get acquainted with the site before quoting their rates. The Rate should be quoted on lump sum basis inclusive of all charges and taxes and duties as applicable.
8. Submission of Quotation Intending bidders have to download the quotation document from the web site www.wbtenders.gov.in directly by the help of Digital signature certificate at free of cost & same may be documented through e-Filling.
- Both Technical bid and financial Bid are to be submitted concurrently duly digitally signed in the website: <https://etender.wb.nic.in>
- Quotation document may be down load from website & submission of Technical Bid/Financial Bid as per Date & Time Schedule furnished in Sl.9 here-in-after

9. Date & Time Schedule:-

Sl. No.	Particulars	Date and Time
i.	Date of uploading of NIQ Tender Document (online)	04.12.2017
ii.	Start date and time of sale/download of Quotation Document (online).	04.12.2017 at 06:00 pm onwards
iii.	Start date and time of Bid submission [Technical and Financial] (online)	10.12.2017 at 06:00 pm onwards
iv.	Closing date and time of sale/download of Quotation Document (online)	19.12.2017 up to 02:00 pm.
v.	Closing date and time of Bid submission [Technical and Financial] (online)	19.12.2017 up to 03:00 pm.
vi.	Pre bid meeting	08.12.2017 at 2.00pm
vii.	Date and time of opening of Technical proposals (online)	21.12.2017 after 03:00 pm.
viii.	Date & time of uploading List of Technically qualified bidders (online)	To be notified later.
ix.	Date & time of opening of Financial proposals (online)	To be notified later.

10. Technical & financial bid The FINANCIAL BID of the prospective bidder will be considered only if the TECHNICAL BID of the bidder found qualified by the Joint Secretary, Department of Disaster Management & Civil Defence. The decision of the Joint Secretary, Department of Disaster Management & Civil Defence will be final and absolute in this respect. The list of Qualified Bidders will be displayed in website.
11. Bid opening Bid to be opened on 23.12.17 in the office of the Joint Secretary, Department of Disaster Management & Civil Defence
12. Reimbursement of Bidding cost The intending Bidders shall clearly understand that whatever may be the out come of the present invitation of quotation, no cost of

- Bidding shall be reimbursable by the Department.
13. Conditional quotation Conditional quotation will not be accepted. Departure of any terms & condition or inclusion of any additional conditions will cause the quotation as ‘Informal’.
14. Acceptance of offer Letter of acceptance will be issued to the successful agency as a token of acceptance of offer.
15. Execution of Tender/ Program of works The successful agency is required to execute Formal Tender Agreement in appropriate Form [WBFNo.2912] as per advice of Quotation Inviting Authority (QIA) through Letter of Acceptance of offer & submit detailed program of works and methodology for carrying out the works to the satisfaction of Quotation Inviting Authority (QIA) within seven days from the date specified in the Letter of Acceptance. Tender Form will be available from QIA on requisite payment as per Govt. rules
16. Earnest Money Total Earnest Money will be charged at the rate of 2% of the quoted amount. Vide memorandum no 3975-F(Y) dated 28.07.2016. Necessary Earnest Money amounting Rs 25,000/-to be deposited by the bidder electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name(ICICI Bank) & IFSC Code and e- Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site.. The lowest bidder shall have to submit the balance amount of earnest money (if applicable) at the time of execution of formal agreement.
17. Security Deposit Nil
18. Supervising Authority Department of Disaster Management & Civil Defence

The Quotation Inviting Authority (QIA) reserves the right of accepting or rejecting any or all the quotations without assigning any reason.

Enclosure:

1. Appendix– A[Terms of Reference(TOR)]in Technical Bid Document Folder.
2. Appendix– B[Bill of Quantities (BOQ)]in Financial Bid Document Folder.

Sd/-
Joint Secretary
Department of Disaster Management & Civil Defence

1. Copy forwarded for information and wide circulation through departmental web site/e-Tender portal & office Notice Board:
2. P.A to Principal Secretary, Department of Disaster Management & Civil Defence

Sd/-
Joint Secretary
Department of Disaster Management & Civil Defence

Appendix-A

Terms of Reference

The objective of the Service is to provide 24X7 surveillance support to the District Administration of South 24 Parganas District, Government of West Bengal by providing nano/micro UAVs to monitor the crowd movement as well as that of the resources during the mock drills as well as during the Gangasagar Mela itself being held in Sagar Island in South 24 Parganas District which is 135km from Kolkata.

A.) 24x7 surveillance by Unmanned Air Vehicle (sufficient spare UAVs should be available airborne to ensure that there is no gap in transmission when one UAV runs out of power) weighing not more than 2kg in the following places covering roughly 2km x 2km land area extendable by 50% if necessary during the mock drills and the Ganga Sagar Mela between 10th January to 16th January at the following places:-

1. Kachuberia Ghat, Sagar Island
2. Lot-8 Ghat, Kakdwip
3. Namkhana Ghat, Namkhana
4. Chemaguri Ghat, Sagar Island
5. Temple complex at Sagar Island
6. Bus Stand of Sagar Island

B) UAV's should have a provision for (FLIR/IR) night vision camera

C) The UAV should provide the output live streaming images with time-date-GPS (Lat-Long) stamping to the nearest control room where CCTVs are installed for monitoring by the of Administrative department/Police Department as per direction of the Supervising Authority.

D) UAV's should be available for the mock drill activity on the date as fixed by the department with prior intimation.

E) Guide line of DIRECTOR GENERAL OF CIVIL AVIATION (DGCA) vide notification no. F. No. 05-13/2014-AED Vol.VI should strictly followed .

F) The rates offered are to be inclusive of all incidental charges. No extra payment by any means over the rates quoted will be entertained.

Terms of Payment

Full payment within 30 days (as per availability of fund) after successful completion of the work & retrieval of surveillance report from the C.C T.V.

Appendix-B

Bill of Quantities (BOQ)

Job Description	Quantity	Unit	Rate	Amount
Providing & Operating nano/micro UAV service (24x7 surveillance) from 10th January to 16th January, 2018 with all necessary output to monitor the crowd movement (covering 2km x 2km) during the Gangasagar Mela in South 24 Parganas District. At six locations namely 1) Kachuberia , 2) Lot-8, 3)Namkhana, 4)Chemaguri, 5)Temple complex at Sagar Island, 6) Bus Stand of Sagar Island	1(one) Job	Lump Sum		
Total (in figures & Words)				

Signature of Authorized Representative of the Firm/Agency