



Bhubaneswar Development Authority

RFP No. -28760/ BDA
File No.- Misc-L-20/21

Date: 29/07/2022

REQUEST FOR PROPOSAL
FOR
SELECTION OF SURVEY AGENCY
FOR SURVEY AND FIELD VERIFICATION
OF LAND PARCELS FOR
LAND DEMARCATION OF VARIOUS PLOTS OF LAND WITH
BHUBANESWAR DEVELOPMENT AUTHORITY

BHUBANESWAR DEVELOPMENT AUTHORITY

Akash Shova Building, Sachivalaya Marg

Bhubaneswar – 751001, Odisha

Website- bda.gov.in



Bhubaneswar Development Authority

**Bhubaneswar Development Authority, Akash Shova Building,
Sachivalaya Marg, Bhubaneswar, Odisha- 751001
Ph:0674-2392801**

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**REQUEST FOR PROPOSAL FOR
SELECTION OF SURVEY AGENCY FOR SURVEY AND FIELD VERIFICATION OF LAND
PARCELS FOR LAND DEMARCATION OF VARIOUS PLOTS OF LAND WITH
BHUBANESWAR DEVELOPMENT AUTHORITY**

Bhubaneswar Development Authority (BDA) intends to select a Survey Agency for “**SURVEY AND FIELD VERIFICATION OF LAND PARCELS FOR LAND DEMARCATION OF VARIOUS PLOTS OF LAND WITH BHUBANESWAR DEVELOPMENT AUTHORITY**”

Interested Survey Agencies may participate for this tender and submit their proposal. The RFP Documents will be available from **01/08/2022 to 20/08/2022** and can be downloaded from www.bda.gov.in. The completed Proposal, as per instructions in the RFP document, should reach the BDA office latest by **22/08/2022** up to **3.00** PM. Please refer the RFP documents for further details.

BDA reserves the right to cancel this invitation and / or invite fresh Bid / RFP with or without amendments to this invitation, without liability or any obligation for such invitation and without assigning any reason. BDA also reserves the right to accept or reject any or all proposals without assigning any reason whatsoever.

**Sd/-
Secretary,
Bhubaneswar Development Authority**

Schedule of Bid Process

Period of availability of RFP document:	20/08/2022
Pre- Bid Meeting	03.08.2022 at 4.00 PM Conference Room, Bhubaneswar Development Authority Akash Shobha Building, Sachivalaya Marg Bhubaneswar-751001
Last date & time for receipt of proposals:	22/08/2022 till 3.00 PM (Through Speed Post /Registered post/Courier.)
Place of submission of proposals:	Secretary Bhubaneswar Development Authority Akash Shova Building, Sachivalaya Marg Bhubaneswar-751 001
Date and Time of Technical Proposal opening:	24/08/2022 at 4.00 PM

:

1. Background

- 1.1. Bhubaneswar Development Authority (BDA) is a Development Authority constituted under the provisions of Odisha Development Authorities Act, 1982 (amended 2015). The Bhubaneswar Development Authority (BDA), has the statutory powers to prepare various Development Plans, Development schemes and Town Planning Schemes (TPS) under the provisions of aforesaid Act.

[The BDA area (1110 Sq.km) consists of Bhubaneswar Municipal Corporation, Khordha and Jatani municipalities, Pipili NAC and adjoining rural areas. The CDP of Bhubaneswar (420 Sq.Km), proposes a projected population of 30,00,000 for BDA area and 20,00,000 for BMC area for the horizon year 2030. The population of BMC area (186 Sq.km) was 6,58,220 and 8,40,834 in 2001 and 2011 respectively, as per Census data.]

- 1.2. BDA has already implemented many housing & plotted development schemes at various locations within Bhubaneswar Development Plan Area. It is ascertained that there are various unused plots/ Land parcels available in the said Schemes/ Projects, which forms part of saleable area within the scheme of BDA and BDA retains its ownership to allot such Plot(s)/ properties through allotment process. Accordingly, BDA intends to select an agency (the “Selected Agency”) who would undertake the work “**Survey and field verification of Land Parcels for Land Demarcation of various Plots of Land with BDA**”, so as to take decision(s) upon allotment of such land parcel(s).

- 1.3. Pursuant thereto, the BDA invites Proposals from the Survey Agencies (the “Bidder”) as specified in this Request for Proposal (the “RFP”) document for the Services.

- 1.4. The scope of services to be provided by the Selected Agency shall include and not limited to the services provided at **Appendix-A** and shall also be governed by the provisions of issue LOA/Work Order and Agreement to be entered into between the selected Agency and the BDA which sets forth the detailed terms and conditions for grant of the right to the selected agency.

The agency selected in accordance with evaluation process of this RFP Document will be subsequently invited to undertake and perform the work “**Survey and field verification of Land Parcels for Land Demarcation of various Plots of Land with BDA**”

2. Selection Procedure

The broad stages for selection of the Survey Agency constitutes as under.

2.1. Invitation of Request for Proposal (RFP) in the form of Technical & Financial Proposal:

BDA invites the application from survey agencies to submit their proposal in two separate sealed envelopes in order to participate in the bidding process.

One envelop shall have the Technical Bid (required documents as per RFP) and the other envelope shall contain financial offer for the Assignment

2.2. Evaluation and Selection of Survey Agency:

The proposals of the Applicants shall be evaluated based on the eligibility criteria and submission of requisite information in the Technical Proposal.

The Application of the Applicants meeting the following Qualification Criteria, whereby they must meet Technical & Financial Capability Criteria shall be considered for assessment.

2.2.1 Technical Capability Criteria

- a) The firm should have experience of at **least 5 years in Survey work**. (Total Station Survey of Land, Collection of Data pertaining to Land records, Land demarcation etc.)
- b) The Firm shall have experience of successful completion of at **least two (2) similar Survey works** of project cost not less than **INR 5.00 Lakhs each in last 5 financial years**.
- c) Experience of having completed similar assignments of 100 Acres in last 5 financial years in terms of cumulative area, certified by the concerned Client/Authority/Agency.
- d) Experience of having completed similar assignments, in last 5 financial years, certified by the concerned Client/Authority/Agency- 3 projects (each project of minimum 10 acres)

(Certificate from the appropriate authority shall be enclosed to substantiate the fact.)

“Similar Project” means Survey works including Total Station Survey, Land Demarcation as per the revenue map, Installation of Boundary Poll RCC Pillar etc.

2.2.2 Financial Capability Criteria

The applicant shall have minimum average annual turnover of **Rupees One (1) Crore in last three financial years**, i.e. **2019-20, 2020-21, 2021-22**.

Accordingly, BDA shall open the financial proposals of the technically eligible firms

The financial proposals of the firm quoting the **least Lump sum amount per Acre**, for the services, shall be considered as Selected Agency / Selected Bidder.

2.3. Letter of Award:

After selection, a Letter of Award (the "LOA") shall be issued, in duplicate, by BDA to the selected bidder and the bidder shall, with 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof along with the Performance Security as per the provisions of Clause 2.6 below.. In the event the duplicate copy of the LOA duly signed by the selected Survey Agency is not received by the stipulated date or the Performance Security is not submitted as per the provisions of the RFP, specified in LOA, the LOA shall stand cancelled for all purposes by BDA. In that case, the next lowest bidder may be considered for the project to negotiate and to match the price quoted by L1 bidder in the manner specified above. Provided, however, that the Vice Chairman can consider any request for extension of signing of LOA subject to such condition(s) as specified by BDA.

2.4. Execution of Agreement

After acknowledgement of the LOA as aforesaid by the selected firm. It shall execute the Contract Agreement within the period of 7 days from the date of receipt of the acceptance of the LOA. The selected bidder shall also deposit the performance security before the execution of the contract agreement. The Agreement executed shall be valid for a period of 1 year. The successful bidder shall not be entitled to seek any deviation in the Agreement.

2.5. Commencement of Assignment

The selected bidder shall commence the assignment within 7 days from the date of execution of Agreement. If the bidder fails to commence the assignment as specified herein, BDA may, unless it consents to extension of time thereof may forfeit the Performance Security and appropriate the same by BDA.

2.6. Performance Security

After receiving the work order the Selected Bidder shall deposit to BDA an amount of Rs.200,000/- (Rupees Two Lakhs only) in the form of Demand Draft/ Performance Bank Guarantee from a scheduled commercial bank situated in Bhubaneswar in favor of

Bhubaneswar Development Authority (BDA), Akash Shova Building, Pandit Jawaharlal Nehru Marg Bhubaneswar- 751001, Dist: Khordha, Odisha” as performance security within 7 days from the issuance of the work order. The Performance Security shall be valid up to the end of contract period and till BDA’s acceptance of the survey results of the last assignment awarded to the survey agency with the contract period.

Failure to comply with the terms & conditions of the contract agreement shall constitute sufficient grounds for the forfeiture of the Performance Security. No interest shall be paid on the Performance Security amount.

3. Submission Requirement

To be eligible for a valid proposal, the Bidders are required to submit their proposal in two Envelopes comprising

- **Technical Proposal in Envelope A**
- **Financial Proposal in Envelope B**

The Technical Proposal (Envelope A) and Financial Proposal (Envelope B) must be inserted in separate sealed outer envelopes, along with Bidder’s name and address indicated in the left hand corner of the envelope.

3.1. Envelope A- Technical Proposal

The Technical Proposal of the Bidder would contain the following information and documentary evidences for evaluating their proposals as valid and responsive:

- 3.1.1. Non Refundable Document Cost: Rs.11,200/- (including GST) in the form of Demand Draft payable in favour of **“Bhubaneswar Development Authority”** payable at **“Bhubaneswar”** drawn on any nationalized / scheduled commercial bank;
- 3.1.2. For broader participation of bidders due to present situation due to pandemic submission of “Bid Security” is exempted during Tendering/ Bidding. Further, in lieu of Bid Security, bidders to sign "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents. The undertaking for Bid security declaration certificate in the format as **Annexure-5** is attached to the Bid document.and shall be a part of the Technical Bid failing which the bid shall be summarily rejected;
- 3.1.3. Covering Letter in **Annexure-1**;
- 3.1.4. Information of Bidders **Annexure -2** along with all supporting documents;

- 3.1.5. Proof of registration of the Applicant
- 3.1.6. Power of Attorney in **Annexure -3**;
- 3.1.7. Copy of PAN Card and GST Registration Certificate allotted to the Bidder.
- 3.1.8. Applicant(s) should not have been blacklisted by any Central/ State Government/ Public Sector (Affidavit to be furnished in this regard)
- 3.1.9. Information regarding current litigation, debarring / expelling of the applicant or abandonment of work by the applicant in **Annexure -6**.
- 3.1.10. An Affidavit to the effect of authentication of tender documents, abandonment of any work during last 5 years, etc. in **Annexure -7**.
- 3.1.11. Proof of Turnover Criteria of the Financial Year 2019-20, FY 2020-21 and FY 2021-22 duly certified by Chartered Accountant.
- 3.1.12. Information on relevant Project Experience **Annexure -4** along with all supporting documents (work order/ completion certificate / CA certificate etc.)

All Bidders shall strictly follow the above submission requirement along with its related supporting documents during submitting bid. Short or non-submission of desired information and deviation in submission formats for any/ all of the above information may be the reason for rejection of the application for this selection process.

Note: The Technical Proposal shall not include any financial information.

3.2. Envelope B- Financial Proposal

The Envelope B would contain the financial quotation of the Bidder. The financial quotation would be the quoted Lump sum amount per Acre & the cost of Pillar posting by the firm. The GST as applicable would be payable extra. The format for the financial proposal has been given as **Annexure-8**. In the event of any variation of land area, the payment shall be adjusted on pro-rata basis.

Financial quotation for the Task: "**Land Demarcation of various Plots of Land with BDA**" shall be bifurcated in **(i)** Lump sum amount per Acre and **(ii)** Cost of posting per Pillar. At the time of selection of the L1 Bidder, the Lumpsum amount quoted per acre along with the cost of 15 pillars per acre in total shall be taken into account for comparison purpose only.

(*Note: Cost of 15 pillars posting per acre will be taken for the evaluation of the Financial Proposal only. However, the Payment shall be made as per the actual number of Pillars posted on field in consultation with the Land Officer/ Special Land Acquisition Officer)

The financial quotation shall be inclusive of all the type of expenditure to be made by the Selected Agency related to purchase of survey equipment, engagement of requisite manpower, required stationeries etc.

Both the envelopes i.e., Envelope A and Envelope B must be packed in a separate sealed outer cover and clearly super scribed with the following:

“SELECTION OF SURVEY AGENCY FOR SELECTION OF SURVEY AGENCY FOR SURVEY AND FIELD VERIFICATION OF LAND PARCELS FOR LAND DEMARCATION OF VARIOUS PLOTS OF LAND WITH BHUBANESWAR DEVELOPMENT AUTHORITY”

The Application along with all forms in appropriate formats and documentary proofs must be in spiral binding form and each page initialed and serially numbered.

The Proposal shall be addressed to BDA, Bhubaneswar at the following address:

To,

The Secretary

Bhubaneswar Development Authority
AkashSova Building, Sachivalaya Marg
Bhubaneswar – 751 001

If the envelope is not sealed and marked as mentioned above, BDA will not be responsible for any misplacement or premature opening of the Proposal. (Telex, cable or facsimile proposal will be rejected).

4. Queries / Clarification to RFP

Bidders requiring any clarification on the selection process may contact the nodal officer of BDA or mail send their queries through e-mail to bdabbsr1983@gmail.com within the time as stipulated in the RFP. The responses to queries or any addendum / corrigendum to RFP shall be / up-loaded in BDA website.

However, BDA reserve the right not to respond to any questions or provide any clarifications, in its sole discretion, and nothing in this clause shall be taken or read as compelling or requiring the BDA to respond to any question or to provide any clarification.

5. Submission of Proposal

Firms shall submit their proposals at the address mentioned in the RFP through registered post/speed post/courier. Proposals submitted by fax, telex or e-mail shall not be entertained and shall be rejected.

6. Validity of Proposal

Proposal shall remain valid for 180 days after the last date receipt of proposal. A Proposal valid for a shorter period shall be rejected as non-responsive.

7. Language of Application

The language of the Application as well as the supporting documents shall be in English.

8. Number of Proposals

A Bidder (single legal entity) is eligible to submit only one Proposal. Consortiums of firms / agencies are not allowed to participate in bid and shall be rejected.

9. Proposal Submission Date

Proposals submitted in all respect must reach BDA at the specified address on or before the scheduled date through Speed / Regd. Post / Courier. If the specified date for the submission of Proposal is declared as a holiday for BDA, Bhubaneswar, the Proposal will be received up to the appointed time on the next working day.

10. Late Submission:

RFP received after the deadline for submission prescribed by the BDA will be rejected.

11. Modifications and Withdrawal of Proposal

No modifications in the Proposals shall be allowed once it is received by the BDA, Bhubaneswar.

12. Period of Assignment

Upon selection of the suitable Survey Agency, the total contract period shall be 1 year. However, within the contract period of 1 year, the Survey Agency shall carry out all Survey works (as per the ToR) as and when assigned by BDA as per the quoted and approved rates.

The duration of the Assignment for “**Land Demarcation of various Plots of Land with BDA**” shall be for a period of 15 days upto 10 Acres of Land and 1 Day for each additional acre subject to the maximum limit of 1 month. The duration of each assignment shall be extended by 15 days on payment of delay-liquidated damage @ 10% of the contract value per month (to be calculated on pro rata basis for the delay in number of days).

However, if the reasons of delay includes such events, which are beyond the control of the Survey Agency and which prevents or delays the execution of the assignment beyond the stipulated time, the Survey Agency shall promptly notify BDA in writing of such condition. The decision of BDA, whether the delay in development has taken place

on account of reasons attributed to the bidder and time extension thereof shall be final. In such event, the penalty for the delay maybe waived off.

In the event the selected agency could not complete the assignment within the extended period of 1 month, the contract shall be terminated by BDA unless it consents for any further extension of time based on the valid grounds.

However, BDA shall have exclusive and irrevocable right to review the performance of the selected Survey Agency during the assignment.

13. Termination

If, the performance of selected Survey Agency is not satisfactory/ the survey agency has failed to safeguard the interest of BDA, BDA may at its sole discretion, terminate the engagement of the survey agency and also shall forfeit the Performance Security . Further, the Survey Agency shall be blacklisted and banned for at least 3 years to be employed anywhere in the Authority works. BDA, in doing so, shall intimate the firm in written with its termination letter. The decision of BDA in this matter shall be final and binding.

14. Final Decision Making Authority

BDA reserves the right to accept or reject any proposal and to annul the process and reject all applications at any time without assigning any reason thereof and without thereby incurring any liability to the affected Bidder or without informing the Bidders of the grounds for such action.

15. Confidentiality

Bidders shall treat all the information, records, reports, technical data, contracts, agreements, maps, drawings and any other documents provided to them under this RFP process if gets selected and upon signing of the contract agreement for performing their responsibilities and obligations as confidential. An undertaking in this regard would require to be submitted by the Bidder at the time of signing of the Contract Agreement.

16. Jurisdiction

All disputes arising shall be subject to the jurisdiction of the civil court at Bhubaneswar, India and will be governed by the laws of India and Odisha.

17. Default of Service

Deviation and/ or Refusal and/ or non-Performance towards in any of the obligations described in the Scope of Services would be treated as default of service of the selected Firm. Upon default of service, the BDA would reserve the right to forfeit the Performance Security and the payment outstanding for the said job / assignment. In addition, the BDA would also have the right to terminate the agreement with the selected firm and blacklist survey agencies from performing anywhere in the Authority works.

18. Proprietary Data

All documents and other information provided by BDA or submitted by the bidder to BDA shall remain or become the property of BDA. The bidders are to treat all information as strictly confidential. The BDA will not return any Proposal or any information related thereto. All information collected, analyzed, processed or in whatever manner provided by the consultant to BDA in relation to the consultancy shall be the property of BDA.

Appendix-A
Terms of Reference
Scope of Services, Deliverable and Payment Schedule

1. Project Objective

BDA has already implemented many housing & plotted development schemes at various locations within Bhubaneswar Development Plan Area. It is ascertained that there are various unused plots/ Land parcels available in the said Schemes/ Projects, which forms part of saleable area within the scheme of BDA and BDA retains its ownership to allot such Plot(s)/ properties through allotment process. Accordingly, BDA intends to select an agency (the “Selected Agency”) who would undertake the work “**Survey and field verification of Land Parcels for Land Demarcation of various Plots of Land with BDA.**”

2. Scope of Services : Field verification and Land Demarcation

The selected firm shall solely be responsible for discharging/ performing the following obligations, to the best satisfaction of BDA, which inter alia includes but not limited to:

1. Collection of relevant documents from various sections of BDA such as collection of Scheme layout plan, Land Details, etc.
2. The Total Station Survey of land should be carried out by Latest Equipment along with DGPS Survey points/ Coordinate Values (Lat-Long values)
3. Demarcation of plot Boundary as per Revenue map. Demarcation work to be initiated by taking traverse along scheme boundary, taking stations points’ and adjacent survey nos. details with the location & Northing – Easting.
4. Prepare layout map of actual number of “points” / “stones” to be demarcated on filed as per the final plots as per the Revenue Map.(Final drawing would be given later on to the successful Bidder).
5. Extract of Plot-wise area of each Land parcel with dimensions of each plot.
6. Preparation of the Land schedule on Trace/ Sketch Map. Preparation of Sabik-Hal Report of the Plots wherever applicable in consultation with Tehsil.
7. Installation of Boundary Poll RCC Pillar in cement concrete in proportion (1:1½:3) using 12 mm size cbhg chips including cutting, bending, binding, tagging M.S rod of approval design, make & specification include laying compacting with centering & shuttering etc. complete including cost & conveyance at all labour material T & P, taxes complete size (3’-6” *0’-6”*0’-6”) with base size (1’-6”*0’-6”*0’-6”) embedding the pit with PCC (1:3:6) with 0’-3” thick at base with 40 mm cbhg metal having proper alignment with casting of RCC Pillar at side shown in the drawing (Ref. **Schedule-1**) above complete in all respect including painting with BDA logo as per direction of Engineer-in-charge.

RCC Polls/ pillars to be installed at the place wherever the shape of the land changes i.e. if the shape of the land is irregular, pillar shall be posted at every 10 meters; if the shape of the land is regular, pillar shall be posted at every 30 meters. The number of pillars shall be determined in consultation with BDA.

8. Provision for labour for demarcation, digging of demarcation line, spreading of lime, pegging including cost of peg etc. all complete for demarcation.
9. Assessment of the extent of area encroached within the land parcels along with the details of the types of encroachments including boundary wall, fencing, and types of structures (RCC or temporary, residential or commercial, number of floors) with respective areas and photographs.

3 Deliverables

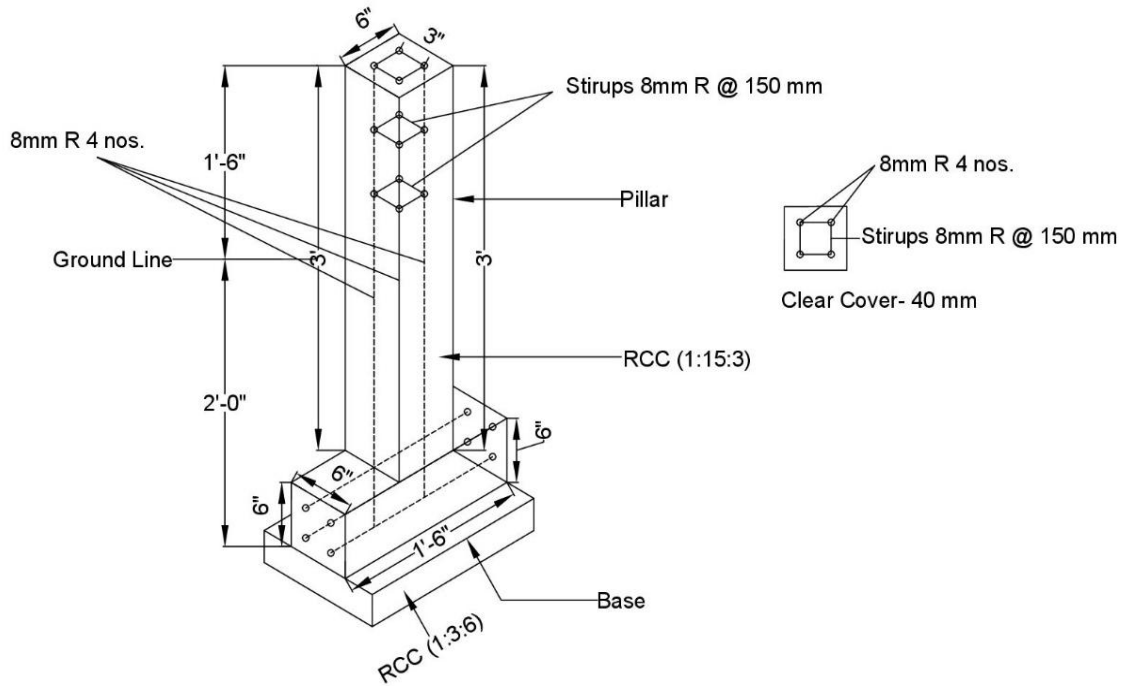
1. Survey Agency shall supply the demarcated stone maps/ drawings /Documents in soft copy in file format compatible to AutoCAD and GIS Files/ MS Office/Excel.
2. Trace/sketch map of each land Parcel with dimensions of each plot- 3 Copies
3. Report on the number of pillar posted in each land parcel. Survey agency is required to take pictures of each demarcated stone on site, pen down same in progress sheet and submit it to the Land Officer
4. Reference Hal report of the Land wherever applicable
5. Report on list of encroachments in the land along with details
6. Submission of final survey report both soft & hard copy along with relevant maps as per the Scope of work mention above in Clause no. 2.
7. Soft Copy of Map (Autocad & GIS) showing demarcated stone locations in Scale of 1:1000 verified with site condition with locational co-ordinates after getting approval of the same from the Land Officer

4 Payment Details & Milestones

The payment shall be made on the basis of total area (in Acre) of the land verified in field and shall be payable on the basis of quoted amount.

Total payable amount will be paid after completion of the work and approval of the deliverables upon satisfaction of the correctness and certification of the Land Officer.

Schedule-1
(Details of Pillar)



Demarcation of RCC Pillar in cement concrete in proportion (1:1½:3) using 12 mm size cbhg chips including cutting, bending, binding, tagging M.S rod of approval design, make & specification include laying compacting with centering & shuttering etc. complete including cost & conveyance at all labour material T & P, taxes complete size (3'-6" * 0'-6" * 0'-6") with base size (1'-6" * 0'-6" * 0'-6") embedding the pit with PCC (1:3:6) with 0'-3" thick at base with 40 mm cbhg metal having proper alignment with casting of RCC Pillar at side shown in the drawing above complete in all respect including painting with BDA logo as per direction of Engineer-in-charge.

Annexure - 1
Covering Letter

To,

The Secretary
Bhubaneswar Development Authority
Akash Shobha Building, Sachivalaya Marg
Bhubaneswar - 751 001

NAME OF PROJECT: Selection of Survey Agency for _____ [name of project]

We have examined in detail and have understood the terms and conditions stipulated in the RFP Document issued by BDA. We agree and undertake to abide by all these terms and conditions. We hereby submit all the necessary information and relevant documents during submission of our RFP.

We acknowledged that we have not, during the last three years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against us, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract.

We are enclosing Document Purchase Fee of **Rs.11, 200/- (including GST)** in the form of Demand Draft/ Pay Order (DD/ PO no. _____ dated _____ drawn on _____) in favour of "Bhubaneswar Development Authority" payable at "Bhubaneswar".

We are also enclosing **Bid security declaration certificate** in the format as attached to the Bid document.

As per RFP the validity of our proposal is 180 days from the last date of submission of proposal and we agree that the proposal is unconditional. We understand that BDA reserves the right to reject any application without assigning any reason thereof.

We understand that BDA reserves the right to reject any proposal without assigning any reason thereof.

(Signature of Authorized Person)

Date:

Enclosures:

- 1.
- 2.

Annexure - 2

Information of Bidder

Name of the Bidder (In full):	
Address:	
Telephone no:	
E-mail address:	
Year of incorporation: (Certificate of Registration to be furnished)	
Details of PAN: (Copy of PAN Card to be furnished)	
Details of GST Registration No.: (Copy of GST to be furnished)	
Name & Address of the Authorized Person: (Power of Attorney to be furnished as per format attached)	

(Signature of Authorized Person)

Date:

Annexure - 3
POWER OF ATTORNEY

Know all men by these presents, we, _____(name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr./Ms. _____(name & residential address) who is presently employed with us and holding the position of _____ as our true and lawful attorney (hereinafter referred to as the "**Authorized Representative**") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for "_____"[name of project] in response to the RFP floated by the BDA including but not limited to signing and submission of all applications, proposals and other documents and writings and other conferences and providing information/ responses to the BDA, representing us in all matters before the BDA, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the BDA in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with the BDA, and, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED
THIS POWER OF ATTORNEY ON THIS.....DAY OF, 2021

For

(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Notarized

Accepted

(Signature, name, designation and address of the Attorney)

Notes:

- 1) 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 stamp affixed in accordance with the required procedure. Copy of such document should be submitted along with the power of Attorney.
- 2) Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

Annexure – 4

Summary of Technical experience

Completed projects:

Sr. No.	Name of project	Client / Agency	Period	Project Cost	Remarks
1					
2					
3					
4					
5					

Note:

1. *Supporting document with respect of each work experience to be furnished by the applicants (Certificate from the appropriate authority shall be enclosed to substantiate the fact.)*

.....

Signature of the Authorised Person

.....

Name of the Authorised Person

Date

Annexure - 5
BID SECURITY DECLARATION FORM

Date: _____

Tender

No.:

To (Insert complete name and address of the Purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am/ We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of my/our Bid by BDA during the period of bid validity (i) fail or refuse to execute the contract, if required, or ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) 30 days from the date of execution of the agreement between BDA and the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: _____ (insert signature of the person whose name and capacity is shown)
in the capacity of _____ (legal capacity of person signing the Bid Security Declaration)

Name: _____ (insert complete name of person signing the Bid Security Declaration)

Duly authorized to sign the bid for and on behalf of (insert complete name of bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid.)

**Name of the Authorised Signatory
(with sign and seal)**

Annexure - 6

**INFORMATION REGARDING CURRENT LITIGATION, DEBARRING EXPELLING OF
TENDERER OR ABANDONMENT OF WORK BY THE TENDERER**

- 01) a) Is the tenderer currently involved in any litigation relating to the works. Yes / No.
- b) If yes: - give details.
-
- 02) Has the tenderer or any of its constituent partners been debarred / expelled by any agency in India during the last 5 years. Yes / No.
-
- 03) a) Has the tenderer or any of its constituent partners failed to perform on any contract work in India during the last 5 years. Yes / No.
- b) If yes: - give details.

Note:

If any information in this schedule is found to be incorrect or concealed, qualification application will summarily be rejected.

Signature of Authorized Person

Annexure - 7

AFFIDAVIT

1. The undersigned do hereby certify that all the statements made in the required attachments are true and correct.

2. The undersigned also hereby certifies that neither my / our firm / company / individuals_____ nor any of its constituent partners have abandoned any road/ bridge/Irrigation /Buildings or other project work in India nor any contract awarded to us for such works have been rescinded during the last five years prior to the date of this bid.

3. The undersigned hereby authorize(s) and request(s) any bank, person, firm or Corporation to furnish pertinent information as deemed necessary and as requested by the Department to verify this statement or regarding my (our) competency and general reputation.

4. The undersigned understands and agrees that further qualifying information may be requested and agree to furnish any such information at the request of the Department.

5. The undersigned undertake that in case of any information furnished by me found to be incorrect, the BDA has right to reject the Bid.

(Signature of Authorized Person)

Title of Officer

Name of Firm

Date: -

Annexure - 8
FINANCIAL PROPOSAL

To,

The Secretary
Bhubaneswar Development Authority
AkashShobha Building, Sachivalaya Marg
Bhubaneswar - 751 001

NAME OF PROJECT: Selection of Survey Agency for
_____ **[name of project]**

Dear Sir,

We, the undersigned, offer to provide the consulting services as Survey Agency for the above subject in accordance with your RFP. Our lump sum per Acre is given as per the break-up below:

Field verification and Land Demarcation

- 1.** Lumpsum rate per acre for demarcation – INR_____ [Rupees_____ (*in words*)]
- 2.** Cost of Pillar Posting per Pillars (cost of one Pillar) - INR_____ (Rupees_____)

Note: This amount is exclusive of GST.

Our Financial Proposal shall be binding upon us for the assignment upto the Contract period and this proposal would be valid up-to 180 days from the last date of submission of proposal.

This financial proposal covers remuneration for all personnel cost, all incidental manpower expenses. The Financial Proposal is without any condition.

(Signature of Authorized Person)

Name: -

Date:

Place: