



Info Tech Corporation of Goa Limited
(A Government of Goa Undertaking)
(An ISO 9001 : 2015 Company)



***TENDER DOCUMENT FOR SELECTION OF AGENCY
FOR GPS BASED VEHICLE TRACKING SOLUTION
FOR GENERAL ASSEMBLY ELECTIONS, GOA, 2022 ON
BEHALF OF THE OFFICE OF CHIEF ELECTORAL
OFFICER (CEO), GOA .***

Tender NO: ITG-IT/0883/VTS-GAEGOA2022/2022/3485

Date of Issue: 31/01/2022

Last Date of Submission of Bids: 04/02/2022



Tender Document for Selection of Agency for providing GPS Based Vehicle Tracking Solution on behalf of the Office of Chief Electoral Office of Goa for General Assembly Elections, Goa, 2022

DISCLAIMER

This “tender document towards Selection of Agency for GPS Based Vehicle Tracking Solution for General Assembly Elections, Goa,2022” on behalf of Office of the Chief Electoral Officer (CEO), Altinho-Panaji-Goa is issued by Info Tech Corporation of Goa Ltd. (ITG). This tender is neither an agreement, nor an offer or invitation to perform work of any kind to any Party. The purpose of this tender is to provide interested parties with information to assist them in the preparation of their Bid.

Whilst the information in this tender has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither the ITG, nor any of its Officers or Employees accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed Project, or makes any representation or warranty, express or implied, with respect to the information contained in this tender or on which this tender is based or with respect to any written or oral information made or to be made available to any of the Recipients or their Professional Advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the Party concerned, and liability therefore is hereby expressly disclaimed.

The information contained in this tender is selective and is subject to updating, expansion, revision and amendment at the sole discretion of the ITG. It does not, and does not purport to, contain all the information that a recipient may require for the purposes for making a decision for participation in this process. Neither the ITG nor any of its officers, employees undertakes to provide any Party with access to any additional information or to update the information in this tender or to correct any inaccuracies therein which may become apparent. Each Party must conduct its own analysis of the information contained in this tender, to correct any inaccuracies therein and is advised to carry out its own investigation into the proposed Project, the regulatory regime which applies thereto and by and all matters pertinent to the Project and to seek its own professional advice on the legal, financial, regulatory and taxation consequences of entering into any agreement or arrangement relating to the Project.

This tender includes certain statements, estimates, projections, targets and forecasts with respect to the Project. Such statements, estimates, projections, targets and forecasts reflect various assumptions made by the Management, Officers and Employees of the ITG, which assumptions (and the base information on which they are made) may or may not prove to be correct. No representation or warranty is given as to the reasonableness of forecasts or the assumptions on which they may be based and nothing in this tender is, or shall be relied on as, a promise, representation or warranty.



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SHORT NOTICE INVITING e-TENDER (SNIT)

(Electronic mode only)

No.: ITG-IT/0883/VTS-GAEGOAA2022/2022/3485

Date: 31/01/2022

Bids are invited by Info Tech Corporation of Goa Ltd (ITG) on behalf of Office of the Chief Electoral Officer, Altinho-Panaji-Goa in single bid – Eligibility cum Technical and Financial bid from well established and reputed organizations / agencies / suppliers who fulfill the eligibility criteria and having sufficient infrastructure & Manpower for GPS based GPS Based Vehicle Tracking Solution for General Legislative Assembly Elections, Goa, 2022.

Sr No	Item	Particulars
1	Description of the work	GPS Based Vehicle Tracking Solution during General Legislative Assembly Elections, Goa, 2022 for Pre-Polling day and Polling Day Event.
2	Mode of Tendering	e-Tendering
3	E-Tendering Website	https://eprocure.goa.gov.in
4	Tender Document Fee	Rs 2,000/- Rupees Two thousand only(Non-Refundable)
5	Tender Processing Fee	Rs 800/- Rupees Eight Hundred Only (Non-Refundable)
6	Earnest Money Deposit (E.M.D.)	Rs. 15000/- (Rupees Fifteen Thousand only)
7	Mode of Tender Document & Processing Fees	To be paid online through e-payment mode via NEFT/RTGS/Net-Banking facility
8	Start Date of Tender	31/01/2022
9	Last Date and Time for Online submission of bids	04/02/2022 (upto 11.00 hrs)
10	Date and Time for opening of Eligibility cum technical and Financial bid	04/02/2022 (at 15.00 hrs)

NOTE : Eligibility cum Technical and Financial Bids shall be opened for all the bidders since it is single bid system. However Financial Bids will be considered of only those bidders who qualify in the eligibility cum technical criterias.

Bids not conforming to the requirements mentioned above and as laid down in the terms and conditions or non-submission of EMD online at the time of opening of the technical bid or without valid NSIC/MSME certificate of exemption for the tendered items in the form prescribed at the time of opening of the eligibility cum technical bid are liable to be summarily rejected. The decision of The



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Managing Director, Info Tech Corporation of Goa Ltd, for purpose of Eligibility & Technical Qualification / Financial Bid shall be final and binding to all the tenderers/bidders.

1. The Bidder is expected to carefully examine the specifications and terms & conditions of the Tender. Failure to furnish all information required in the Tender or submission of a bid not substantially responsive to the Tender in every respect will be at the Bidder's risk and may result in the rejection of the bid.
2. The Bidder should use the electronic mode of tendering using the website <https://eprocure.goa.gov.in> to submit his best possible bid /quote for the item given therein.
3. Late submission of bids will not be permitted by the e-Tendering System.
4. Last minute submission of bids should be avoided. As such, ITG will not be responsible for any failures in submission of bids.
5. For any of the assistance regarding participation in the e-Tender contact Support Help Desk-
2. 7972854213 2. 7822039673 3.7972871944 or email us at e-tender.goa@gov.in
6. Incomplete or Conditional bids will be summarily rejected.

For any of the assistance regarding the tender contact

Sr.No.	Name of the Official	Designation	Mobile No
1.	Shri Vishwas Kavthankar	Programmer Gr-I	9881741519
2.	Shri. Pankaj Chavan	Asst. Manager (C H/W)	9881740605

For and on behalf of Info Tech Corporation of Goa Ltd

Sd/-

Managing Director



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DEFINITIONS & ACRONYMS

#	Titles	Details
1	GoG	Government of Goa.
2	ITG	Info Tech Corporation of Goa Ltd.
3	CEOG/CEO	Chief Electoral Officer, Goa
4	Bidder/Tenderer	Means vendor who submits Bid in response to this tender document
5	Bids	Means Online Bid submitted by bidders in response to the tender issued by the Corporation
6	Purchaser	Means Info Tech Corporation of Goa Ltd.
7	Contractor/Supplier	Means The successful Bidder to whom tender is awarded.
8	Parties	Means the Info Tech Corporation of Goa Ltd and successful bidder
9	Contract	An agreement signed by the contractor against the Tender.
10	Non-responsive	Failure to furnish complete information in a given format and manner required as per the tender documents or non-submission of tender bid in given Forms/Pro-forma or not following procedure mentioned in this tender or any of required details or documents is missing or not clear or not submitted in the prescribed format or non-submission of tender fee or EMD.
11	Services	Means the work to be performed by the bidder pursuant to this tender and to the contract to be signed by the parties in pursuance of any specific assignment awarded by the Department.
12	EMD	Earnest Money Deposit.
13	DD	Demand Draft.
14	PAN	Permanent Account Number.
15	PBG	Performance Bank Guarantee.
16	ICT Equipments	Computer systems, Printers, Mobility devices, etc.
17	Personnel/Manpower	Means professional and support staff provided by the bidders to provide training or perform services to execute an assignment and any part thereof
18	RO	Means Returning Officer
19	DEO	Means District Electoral Officer
20	Nodal Officer	Means Official deputed as polling-in-charge by the DEO
21	ECI	Election Commission of India
22	SNIT	Short Notice Inviting e-Tender
23	BLO	Booth Level Officer
24	PS	Polling Station
25	PO	Polling Officer
26	AI	Artificial Intelligence



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Chapter 1 . Scope of the Project

i. Introduction:

- a) The Chief Electoral Officer of Goa, as per the mandate of the Election Commission of India invites bids from the Companies/Agencies/Firms who deal with the GPS Based Vehicle Tracking Solution for General Assembly Elections, Goa, 2022.
- b) The GPS Based Vehicle Tracking Solution will have to be executed in the State of Goa for all the vehicles that will carry the EVM/VVPAT/Election material across 40 Assembly constituencies at 1722 (count indicated by CEO, Goa) polling booths, which may be increased/decreased during the pre-polling and polling day for General Assembly Elections, Goa, 2022.
- c) The vehicle tracking units based on system installation (Appx 755 nos of units) may have to be carried out at the 12 main election material distribution stations at taluka levels across the state of Goa.

ii. Detailed Scope of work:

Dedicated GPS Based Vehicle Tracking Solution will be installed through Vehicle Mounted Unit (VMU) in the vehicles hired / Rented / Owned /appointed by returning Officer(s)/District Election Officer(s)/Chief Electoral Officer, Goa for movement/transportation of election material/EVM's/VVPAT's /Election Staff designated to various destinations/polling booths and to the designated collection centres as directed from time to time by election authorities or an officer acting on his behalf, so as to track and monitor the movement of election duty vehicles on real time basis.

These systems will constantly update the location, movement, speed, and other critical information about vehicle to the Election department on a web / mobile platform. Election officials can also access various reports such as route history, idling time, over speeding route deviation and geo fencing based on needs and wants. This is a complete automated system which does not require manpower or operator presence. The system will aid in preventing misuse or vehicle and also facilitate easy dispatch off vehicle based on location proximity during emergency.

The successful bidder has to undertake the vehicle tracking services of election duty vehicles polling day activities during the General Legislative Assembly Elections, Goa, 2022 across 40 Goa Assembly Constituencies, with the installation of the necessary hardware with suitable



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proven web based link along with the supply of other related items and manpower without damaging the electrical circuit of vehicle.

Arrangement with the Network Service Provider

Procurement and management of SIMs (if any)

Training of personnel to carry out the daily monitoring of the system at RO/DEO/CEO office.

Liaisoning on with the in-charge (at CEO/DEO(s)/Ro(s) for management of data and reports

The Tenderer must get themselves fully acquainted with the number and location of election material distribution/collection centres vis-a-vis collection centres/points before submission of the tender.

The rates quoted by Tenderer shall be deemed to have been done after such acquaintance covering well the exigencies/risks involved in providing VTS services on real time basis.

Responsibility of installation/collection/ return of VTS units from the destinations for reuse if any shall be of the vendor.

The vendor should handover the VTS data on portable hard-disk to ITG and subsequently shall not keep any related data with itself (vendor). An undertaking in this regards shall be given by the vendor after completion of the project.

The GPS Based Vehicle Tracking Solution (VTS) should meet the following requirements:

- a. The device able to send the data such as Lat-Long, Date and time, Engine idling or off etc.
- b. The device should be certified by relevant Indian authorities for the usage in India.
- c. In case, the device fails to give Lat-Long when in transit there should be alert and vendor should arrange replacement immediately



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Chapter 2: Invitation for Bids

1. Bids are invited by Info Tech Corporation of Goa Ltd (ITG) in single bid – Eligibility cum Technical and Financial bid from well-established and reputed organizations / agencies / suppliers who fulfill the eligibility criteria and having sufficient infrastructure & Manpower and proven track record in vehicle tracking system solution for Pre-Polling/Polling Day Event (s) for Forty Assembly Constituencies during the period of General Legislative Assembly Elections, Goa, 2022 for Returning Officer, Assistant Returning Officers, Observers & Chief Election Officer Office towards General Legislative Assembly Elections, Goa, 2022 on a Turnkey basis.
2. Tenderer / Bidder should submit the proposal on the portal <https://eprocure.goa.gov.in>. It will consist of Eligibility/Technical Proposal and Financial Proposal.
3. Bidders should go through the website <https://eprocure.goa.gov.in> for understanding the e-tendering process and to know the process for submitting the electronic bids at the website.
4. Bidders need to have a Class 3 category digital signature issued by a licensed Certifying Authority (CA) for e-Tendering Portal.
5. Complete bid document terms and conditions and tender form containing all the details has been published on the websites <https://infotech.goa.gov.in> and <https://eprocure.goa.gov.in>. The bid documents can be downloaded from <https://eprocure.goa.gov.in> on payment of the required Tender Document Fee and Tender Processing Fee online.
6. The Bid can be submitted up to date and time given in SNIT.
7. An Earnest Money Deposit (E.M.D.) of Rs. **15000/- (Rupees Fifteen Thousand only)** should be provided by the tenderer / bidder interested in the respective category. The EMD has to be paid online before the last date and time for online submission of bids as given in the SNIT. EMD in any other form will not be accepted.
8. Bid would be considered only in the prescribed form/ document. Bid not submitted in prescribed format will be summarily rejected.
9. The eligibility cum technical and financial Bid will be opened as per schedule in SNIT and in the presence of bidder / designated representatives of the bidder, if present.



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10. The Corporation in consultation with Office of The Chief Electoral Officer may, at its discretion, extend the date for Submission of Bids. In such cases all rights and obligations of the Corporation and bidders previously subject to the deadline will thereafter be subject to the deadline as extended. Any such extensions shall be informed to bidders through corrigendum issued on e-Tendering portal.
11. It will be the responsibility of the Bidder to ensure that all factors have been investigated and considered while submitting the Bids and no claim whatsoever including those of financial adjustments to the contract awarded under this tender will be entertained in tender document for GPS Based Vehicle Tracking Solution/system for Pre-polling/Polling Day Event (s) in 40 Assembly Constituencies during the period of General Legislative Assembly Elections, Goa, 2022 by Office of The Chief Electoral Officer of Goa. Neither any time schedule nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder to appraise himself.
12. The Bidder shall be deemed to have satisfied himself fully before Bidding as to the correctness and sufficiency of its Bids for the contract and price quoted in the Bid to cover all obligations under this Tender.
13. It must be clearly understood that the Terms and Conditions and specifications are intended to be strictly enforced. No escalation of cost in the Tender by the Bidder will be permitted throughout the period of Agreement or throughout the period of completion of contract whichever is later on account of any reasons whatsoever.
14. The Bidder shall be fully and completely responsible to Office of The Chief Electoral Officer of Goa/ITG for all the deliveries and deliverables.
15. Bidders shall not make attempts to establish unsolicited and unauthorized contact with the Tender Inviting Authority, Tender Scrutiny Committee, Tender Accepting Authority, after the opening of the Tender and prior to the notification of the Award and any attempt by any Bidder to bring in extraneous pressures on the Tender Accepting Authority shall be sufficient reasons to disqualify the Bidder.
16. Notwithstanding anything mentioned above, the Tender Inviting Authority or the Tender Accepting Authority may seek clarifications from the Bidders relating to the tenders submitted by them during the evaluation of tenders.
17. Due to security reasons, the bidder is required not to disclose that they are bidding for this assignment, or in any way disclose that they are performing this assignment to any third party without the consent of the Nodal Officer or the Contracting Authority.



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18. Info Tech Corporation of Goa Ltd. disclaims any factual/ or any other errors in this document (the onus is purely on the individual bidders to verify such information) and the information provided herein is intended only to help the bidder to prepare a logical bid-proposal.



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Chapter 3: Eligibility Criteria & Mandatory Conditions

1. The tenderer / bidder must fulfill the following eligibility/technical conditions/specifications and must also submit documentary evidence in support of fulfilling these conditions while submitting the Bid. The scanned copy/copies of these documents should be uploaded on the e-tendering website during submission of bids before its last date. Failure to comply with these requirements may result in the bid being rejected.

Note:

- i. Tenderers / Bidders should read these conditions carefully and comply strictly while submitting their Bids.
- ii. Financial bids shall be opened and considered of only those bidders who qualify in the eligibility/technical bids process.

2. PRE-QUALIFICATION CRITERIA FOR TENDERER / BIDDER FOR THE PURPOSE OF QUOTING IN THIS TENDER:

Sr. No	Clause	Documents required
1	Legal Entity: The Tenderer / Bidder should be a proprietorship firm / partnership firm / registered company under Company Registration Act of India	a) Valid documentary proof of: - Certificate of incorporation - Registration Certificate (upload and save document as 'Document A')
2	Bidder's Turnover: Bidder responding to this tender document should have a minimum collective annual turnover of Rs. 8 lakhs during the last three financial years from the date of publishing of the tender	a) Audited Financial Statements or a CA certificate showing the financial details. (upload and save document as 'Document B')
3	Bidder's Experience: The bidder must have successfully executed the project of GPS Based Vehicle Tracking Solution during the last five years (as on the date of bid submission), at least any one of the following. <ul style="list-style-type: none">• One project comprising of carrying out GPS Based Vehicle Tracking Solution/system for ECI / Govt. /PSUs/Govt. agencies/Govt. aided agencies of value of Rs.1(one) lakh in India.	Copies of the Work order along with proof of successful completion /client certification. (upload and save document as 'Document C')



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4	<p>Statutory Registrations: The Bidder should have valid PAN and GST registration</p>	Copies of relevant Registrations (upload and save document as 'Document D')
5	<p>Mandatory Undertaking: A self-certified letter by the authorized signatory of the Bidder that:</p> <p>a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons at the time of issue of tender document for last three years; or</p> <p>b) not been blacklisted by any Central / State Government and should not be convicted of an criminal offence by any competent court of law or should not have any pending cases filed against any Client or</p> <p>c) Not be suspended/Terminated on account of non-performance and/or defective/ dissatisfactory performance of contract in similar work at the time of issue of tender document for last five years.</p>	As per attached Annexure. (upload and save document as 'Document E')
6	<p>Technical Solution & on ground implementation Bidder should successfully submit proposed solution (like methodology, project management and execution approach, technology skillset, out of box innovations, etc.)</p>	Valid documentary proof. Upload presentation document. (upload and save document as 'Document F')

Bidders must provide adequate documentary evidence in support of their claims. The final decision on the assessment of pre-qualification criteria would solely lie with the ITG.

NOTE

- Tenderer / Bidders are requested to upload a scanned copy of the original documents as valid documentary proof.
- Any promoter/partner/director of a firm who is brought into the firm after the publication of tender notice shall not be considered for fulfilling this eligibility criterion.
- Only one bid is permitted by a single Tenderer/Bidder. A Tenderer/Bidder found to be submitting more than one Bid in different firm names, then such a bid of the tenderer/bidder shall be disqualified and his/her technical bid shall not be opened/considered and the EMD forfeited.



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- Keeping in mind the local service setup and accessibility required to extend support / services during the operational period, it is considered essential that the bidder should be able to execute and integrate all the items mentioned in the tender into a single solution/platform.
- Tenders not confirming to the requirements mentioned above and as laid down in the terms and conditions or not accompanied by EMD or without valid NSIC/MSME certificate of exemption for the tendered items in the form prescribed at the time of opening of the eligibility cum technical bid are liable to be summarily rejected



Chapter 4: General Terms and Conditions

1. Preparation and Submission of Proposal

i. Completeness of Bids

Bidders are advised to study all instructions, forms, terms, requirements and other information in the tender document carefully. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications. The response to this tender should be full and complete in all respects. Failure to furnish the information required by the TENDER documents or submission of a proposal not substantially responsive to the TENDER documents in every respect will be at the bidder's risk and may result in rejection of its proposal. The TENDER Document is not transferable to any other bidder.

ii. Language

The bid as well as all correspondence and documents relating to the bid exchanged by the bidder and the purchaser, shall be in English language only.

iii. Preparation and Submission of Bid

- a. The bidder is responsible for registration on the e-procurement portal (<https://eprocure.goa.gov.in>) at their own cost. The bidders are advised to go through the e-procurement guidelines and instructions, as provided on the e-procurement website, and in case of any difficulty related to e-procurement process, may contact ITG.
- b. Proposal that are incomplete or not in prescribed format may be rejected.
- c. The Technical and Financial proposal should be submitted only through the e-procurement Portal.
- d. Technical Proposal - The proposal should be as per the Technical Proposal format provided in Annexure Technical Proposal Formats
- e. Financial Proposal –The proposal should be as per the Financial Proposal format provided in the portal.
- f. Conditional proposals shall not be accepted on any ground and shall be rejected straightway. If any clarification is required, the same should be obtained before submission of the bids.
- g. Bidders are advised to upload the proposals well before time to avoid last minute issues.
- h. The bid has to be submitted only through online through <https://eprocure.goa.gov.in> website. No physical submission of bids would be acceptable.
- i. Tenders without valid E.M.D. at the time of opening of the technical bid will be rejected.

iv. Late Bids

Proposal after due date and time shall not be accepted.



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v. Tender Validity

The TENDER offer must be valid for 180 days from the due date of submission of proposal as mentioned in this TENDER or the subsequent corrigendum (if any).

vi. Cost and Currency

- a. The offer must be given in Indian Rupees only. The price will remain fixed for the period of the contract and no changes for any reason what so ever will be allowed. The bidder shall bear all the costs associated with the preparation and submission of its bid, and the purchaser will in no case be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
- b. The Contract Offer shall be for the entire scope of work as mentioned in the tender, viz supply, installation and commissioning of the equipments, testing, support, project implementation, deployment of manpower, un-installation, providing of transport etc.
- c. ITG reserves the right to negotiate the price quoted in the Bid to effect downward modification before the award of the Contract to the responsive Bidder.
- d. During the tender validity period, if there happens another event like re-poll, new-election, or any other event, the office of ITG can use the same rates for this purpose within tender validity period. The parties may mutually extend the validity of the tender if so required. The quantity will be based on the actual requirement and usage.

vii. Variation in Quantities

ITG reserves the right to increase/ decrease the quantities as per the demand of the CEO, Goa, without any change in the unit rates and other terms and conditions specified in this document.

viii. Interpretation of the clauses in the Tender Document

In case of any ambiguity in the interpretation of any of the clauses in Tender Document, the interpretation of the clauses by Managing Director ITG shall be final and binding on the bidder. The decision taken by the ITG in the process of Tender evaluation will be full and final.

ix. Amendment of Tender Document

At any time prior to the deadline for submission of bids, ITG for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify the bid documents by amendment. Any such communication shall be posted on website and bidders are requested to visit the e-procurement website for updates, modification and withdrawal of Offers.



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x. Deviations

The bidder shall not be allowed to make any deviation whatsoever from the terms and condition and technical specifications specified in the Bid.

xi. Confidentiality

- a. Any attempt by a Bidder to influence ITG in the evaluation of the bids or Contract award decisions may result in the rejection of its bid.
- b. If any Bidder wishes to contact the ITG during/after opening of the Bid to award of contract, he/she may do so in writing.

xii. Legal Jurisdiction

All legal disputes are subject to the jurisdiction of Courts at Goa only.

xiii. Indemnity

The successful bidders/Successful Bidder shall indemnify, protect and save ITG against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any patent, trademarks, copyrights etc. or such other statutory infringements in respect of all components (like system software, software tools, hardware etc.) and the services rendered under this Bid.

xiv. Force Majeure

- a. The successful Bidder shall not be liable for forfeiture of its Performance bank security Liquidated Damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- b. For purposes of this clause, “Force Majeure” means an event beyond the control of the bidder and not involving the Bidder’s fault or negligence, and not foreseeable. Such events may include, but are not restricted to, acts of Government in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c. If a Force Majeure situation arises, the Bidder shall promptly notify the authorized representative of ITG in writing of such condition and the cause thereof. Unless otherwise directed by the authorized representative of ITG in writing, the Bidder shall continue to perform its obligations under the Contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

xv. Taxes and Duties

All rates will be applicable per the prevailing GST.

xvi. Completion Period

The Election process is a time-bound process. The contractor has to adhere to the timelines strictly, failure of which may result in strict penalty/action.



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xvii. Corrupt / Fraudulent Practices

The Purchaser requires that the Bidders under this Bid should observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser defines the terms set forth as follows:

1. In the event of corrupt practice and fraudulence in addition to penal action as per the terms and conditions of the contract, legal action shall also be initiated against the concerned.
2. The Purchaser will suspend the award of contract if prima-facie it is established that the vendor had engaged in corrupt or fraudulent practices in competing for the contract in question.
3. The Purchaser will declare a Bidder ineligible after giving opportunity of being heard, either indefinitely or for a stated period of time, to be awarded a contract if at any time it is found that the Bidder has engaged in corrupt and fraudulent practices in completing for, or in executing, this contract.

xviii. Resolution of Disputes

A. Amicable Settlement

1. Performance of the contract is governed by the terms & conditions of the contract, in case of dispute arises between the Parties regarding any matter under the contract, either Party of the contract may send a written Notice of Dispute to the other Party. The Party receiving the Notice of Dispute will consider the Notice and respond to it in writing within 7 days after receipt. If that Party fails to respond within 8 days, or the dispute cannot be amicably settled within 8 days following the response of that party, then the Parties must refer the dispute to the MD, ITG.
2. Aggrieved by the decision or if the decision is not accorded within the stipulated time enlisted in the contract, Arbitration shall become applicable.

B. Arbitration

1. The arbitration proceedings shall be conducted in accordance with the provisions under the Arbitration and Conciliation Act 1996.
2. The seat of arbitration shall be Panaji, Goa and the language will be English.

xix. Earnest Money Deposit (“EMD”)

The proposal should be submitted with an EMD as follows:

1. The EMD shall be Rs.15000/- (Rupees Fifteen Thousand only)
2. The above-mentioned EMDs should be submitted in favor of ITG through online payment at date submission of Bid.



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3. The EMD of the successful bidder will be retained as performance security till the satisfactory completion of the project.
4. The EMD will be forfeited:
 - a) If the bidder withdraws or modifies his bid proposal after opening of bids or during the period of bid validity or its extended period, if any; or
 - b) During the bid process, if a bidder indulges in any such deliberate act as would jeopardize or unnecessarily delay the process of bid evaluation and finalization.
 - c) EMD submitted in a different name other than the bidder who is applying in the tender.
5. The tenders submitted without EMD or without valid NSIC/MSME certificate of exemption for the tendered items will not be accepted.

xx. Evaluation Methodology

A. Bid Opening

- i. Bid Opening shall take place through the e-tendering Portal. Online Proposals submitted along with the EMD, Processing Fee and Tender Fee (Payable Online through the portal) shall be considered for Eligibility cum Technical and Financial Bid opening as per the timelines mentioned in the SNIT.
- ii. In case of EMD is not received as per the timeline mentioned in Bid Data Sheet, the bid submitted in e-tendering Portal would be rejected.
- iii. The bids will be opened in the office of ITG, in the presence of Bidders' representative who may choose to attend the session on the specified date, time and address.
- iv. A maximum of two representatives from each Participating Organization would be allowed to attend the Bid Opening on confirmation with ITG. The Bidder's representatives, who may choose to attend the session, can attend the Bid opening at the Date and time mentioned in the Bid Data Sheet or as per the Date and Time revised in the subsequent communication given by ITG through <https://eprocure.goa.gov.in>
- v. To assist in the scrutiny, evaluation and comparison of offers, the ITG may, at its discretion, ask some or all the Bidders for clarification of their offers on any of the points mentioned therein and the same may be sent through email, facsimile.

B. Bid Evaluation

To evaluate the Bid the ITG shall formulate a Tender Evaluation Committee (TEC) (also referred to as "Evaluation Committee"). The Evaluation Committee shall evaluate the Eligibility cum Technical and Financial bid

C. Financial Bid Evaluation



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Eligibility cum Technical and Financial bids, not substantially responsive or incomplete in any manner, are liable to be disqualified. The bidder with lowest bid value may be declared as Lowest Bidder (L1).

D. Completion Clause / Deliverables

Before the end of the contract and after the completion of the pre-polling/polling day events within 4 days in each case, the bidder has to hand over the following:

- i. The vendor should handover the VTS data on portable hard-disk to ITG and subsequently shall not keep any related data with itself (vendor). An undertaking in this regards shall be provided by the vendor after completion of the project.
- ii. An Undertaking from selected vendor for non-retention of recorded data gathered from vehicle tracking system/solution during Election.



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Chapter 5: Special Conditions of the Contract

100% Server, Network & Power Uptime SLA: The vendor should provide with 100% Server, Network & Power Uptime SLA as standard. This shall be applicable during the Pre-polling/Polling/Election Day as declared by the client and shall be applicable for 24 hours or as decided by the client.

- a) The vendor should ensure following uptime has to be maintained at the Polling Station & Counting Halls:-

Sr. No	Service Availability	Deduction from Total Cost
1	99.9% to 100%	0%
2	98% to 99.8%	10%
3	95% to 97.9%	25%
4	90% and below	50%

- b) The buffer should not happen in the streaming at the ECI, CEO, DEO and RO office. Vendor will develop a dashboard for reporting the buffer and failure.

Sr. No	Buffer and connection loss	Deduction from Total Cost
1	<10 Point failure	0%
2	>10 point failure	10%
3	>50 point failure	25%
4	>100 point failure	50%

Note: In case of any disruption due to internet connectivity, the streaming data has to be stored in the local SD Card or any such media and the same shall be made available in SD Card / Any such media, at the end of the day to the officials concerned.



Chapter 6: Payment Terms

The payment towards the above project shall be as follows:

- (a)** Bills should be presented by the Solution Provider to ITG within 4 days after complete implementation of the project with an Undertaking for non-retention of recorded data gathered. ITG shall make the payments to the Vendor upon receiving the payment from the Office of the Chief Electoral Officer.
- (b)** TDS may be deducted at source as per rules.
- (c)** Payment shall be made in Indian Rupees only.
- (d)** For MSME Organizations:
 - i) ITG at no stage shall become the beneficiary buyer for the goods being supplied by MSME to the PSU and other Government Departments through ITG's facilitation. ITG is not classified as 'buyer' in terms of section 15 & 16 of the MSMED Act, 2006 for the purpose of interest on delayed payment.
 - ii) PSU and other Government Departments being beneficiary 'buyer' of the goods are responsible for making the payment of the goods supplied by the supplier and also for the interest on delayed payment in terms of Section 15 & 16 of MSMED Act, 2006.
 - iii) No claims/ liability for the said supplies to be made by ITG for and on behalf of MSME shall be against ITG under MSMED Act, 2006 and its revisions as ITG is acting as agent of MSME



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Chapter 7: Technical Bid and Compliance

Technical Requirements

Sr. No.	Description	Availability (Yes/No)
	<p>Dedicated GPS Based Vehicle Tracking Solution/system/unit will be installed in vehicle. These systems will constantly update the location, movement, speed, and other critical information about vehicle to the Election department on a web portal / mobile platform. Election officials can access various reports such as route history, idling time, over speeding route deviation and geo fencing based on needs and wants. A complete automated system which does not require manpower or operator presence. Reverse geo-coded data will able be provided by the web based monitoring system and automated reports can be generated. The GPS Based Vehicle Tracking Solution should facilitate easy dispatch off vehicle based on location proximity during emergency.</p>	



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Chapter 8: Financial Bid(Tentative)

Part A: Pre-polling /Polling day								
S. No.	Item Description	Units	Qty.	Period of days	Rate (excl. of GST) per Unit Per day in Rs.	GST in per unit in percentage (%)	GST in per unit Rs.	Total Cost inclusive of GST in Rs.
A	B	C	D	E	F	G	H	I=(F+H)* D*E
1	GPS Based Vehicle Tracking System/Solution for Election duty vehicles on Pre-Polling/Polling day. (Rental Basis)	No. VTS units	755	2				

Notes:

- (i) While the grand total (Amount at I above) is used for the calculation & determination of the lowest bidder. The respective unit rates would be the applicable rate as per the actual quantity executed by the successful bidder.
- (ii) The aforesaid calculation and the location mentioned in financial bid are only for the purpose of arriving at L1 bidder.
- (iii) The bidder's participation in this process may result in ITG selecting the bidder to engage in further discussions and negotiations with L1 bidder. If the negotiation are not acceptable or not feasible in the interest of the project, ITG may provide opportunity to the next subsequent lowest Bidders for negotiations.
- (iv) The payments however would be made on the actual utilization of the items on the pre-polling/polling day/s.
- (v) The work order may be split between two bidders i.e. L1 bidder/vendor and L2 bidder/vendor if the requirement arises as per the need, provided the L2 bidder/vendor matches the L1 rate/s.



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Annexure 1: Proposal Cover Letter Format

Proposal Cover Letter

To,

The Managing Director,

Info Tech Corporation of Goa Ltd

IT Hub, 3rd Floor,
Altinho, Panaji-Goa

Sub.: Tender for Selection of Agency for providing GPS Based Vehicle Tracking Solution on behalf of the Office of Chief Electoral Office of Goa for General Assembly Elections, Goa, 2022

Tender No.: ITG-IT/0883/VTS-GAEGOAA2022/2022/3485

Date: 31/01/2022

Dear Sir/Madam,

Having examined the tender document, we, the undersigned, offer to provide the Professional services as required and outlined in the tender document for Selection of Agency for providing Vehicle Tracking System/Solution on behalf of the Office of Chief Electoral Office of Goa for General Assembly Elections, Goa, 2022, through ITG. To meet such requirements and provide such services as required and are set out in the tender document. We attach hereto the tender technical response as required by the tender document, which constitutes our bid.

We undertake, if our bid is accepted, we will to adhere to the implementation plan (Project schedule for providing of proposed project put forward in tender document or such adjusted plan as may subsequently be mutually agreed between us and Electoral Office / ITG or its appointed representatives).

We agree for unconditional acceptance of all the terms and conditions set out in the tender document and also agree to abide by this tender response during the validity of the Bid, and it shall remain binding upon us with full force and virtue, until within this period a formal contract is prepared and executed, this tender response, together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us and ITG.

We confirm that the information contained in this bid or any part thereof, including its exhibits, schedules, and other documents delivered or to be delivered to ITG is true, accurate, and complete. This bid includes all information necessary to ensure that the statements therein do not in whole or in part mislead ITG as to any material fact.

We agree that you are not bound to accept any tender response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products/ service specified in the tender response without assigning any reason whatsoever.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.



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(Signature)

(In the capacity of)

Duly authorized to sign the Bid Response for and on behalf of:

(Name and Address of Company)

Seal/Stamp of bidder

Witness Signature:

Witness Name:

Witness Address:

Contact No/mobile no of the firm/Company

:.....

e-mail for communication

:.....



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Annexure 2: Declaration Format

To,

The Managing Director,
Info Tech Corporation of Goa Ltd
IT Hub, 3rd Floor, Altinho, Panaji-Goa

Sub.: Self-declaration for participating in the tender
Ref No. ITG-IT/0883/VTS-GAEGOA2022/2022/3485

Dated: 31/01/2022

Dear Sir/Madam,

We, _____ <Name of the firm> _____, having a registered office at _____ <Office address> _____, bearing registration no. <Registration no.>, state the following against the Tender Document for selecting agency for GPS Based Vehicle Tracking Solution on behalf of the Office of Chief Electoral Office of Goa for General Assembly Elections, Goa, 2022

We hereby confirm that we are presently neither blacklisted/barred by Government / Semi – Government / Quasi- Government organization or Govt. Corporation on the date of notice inviting tender /Bid submission.

1. We hereby confirm that we are not be convicted of an criminal offence by any competent court of law or the bidder should not have any pending cases filed against any Client nor suspended/Terminated on account of non-performance and/or defective/ dissatisfactory performance of contract in similar work at the time of issue of tender document for last three years.
2. We hereby confirm that we are not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons at the time of issue of tender document for last three years
3. We hereby confirm that we fulfilled our obligation to pay such as the taxes payable to the Central and the State Government or any local authority as specified in the Bidding Document, wherever necessary.
4. We hereby confirm that we comply with the code of integrity as specified in the bidding document

Thanking you,

Authorized Signatory

<Name>

Seal