

Request for Proposal (RFP) for providing services for Geotagging and Data Collection of Warehouses in Haryana and Tamil Nadu States

NABARD Consultancy Services (NABCONS), a wholly owned subsidiary of National Bank for Agriculture and Rural Development (NABARD), Mumbai invites agencies/ service providers to submit their quotations for providing services for geotagging and data collection of warehouses in Haryana and Tamil Nadu States. The scope of work and the tentative number of warehouses are detailed in Para 4. The technical and financial bids shall be submitted separately for Haryana and Tamil Nadu States.

2. Introduction to Project

NABCONS has been identified as the agency for executing the pilot study of Geotagging and Data Collection of Warehouses in Haryana and Tamil Nadu States. The main objective of the study will be to map all the agriculture commodity warehouses (dry/ cold store/ cold chain and other related infrastructure) in Haryana and Tamil Nadu States on a pilot basis. The study aimed at identifying the number and capacities of the various agricultural storage infrastructure units across the States viz. dry warehouses, cold storages, cold chain infrastructure such as packhouses, IQF units, Blast Freezer units, etc. Geotagging of these units would help to determine the network of the various units across the State and will also help to establish their inter-linkages.

3. Eligibility Criteria

The firms/ agency/ service provider eligibility criteria are as under:

- a. Minimum 03 years of experience in similar survey works.
- b. The agency should be in profit for last three years.
- c. The agency/ service provider conducted minimum 2 works involving survey of 1000 samples each will be preferred.

4. Scope of Work

The agency/ service provider during the course of the assignment will be working with NABCONS based on the scope of work as per requirements of the client. The scope of work for the service providers are detailed here below:

- a. To identify and geo-tag the various kinds of Agricultural storage infrastructure units across the States of Haryana & Tamil Nadu. The number of units to be

geotagged is estimated as 6772 (i.e. 2517 units in Haryana and 4255 units in Tamil Nadu States). The assignment will be conducted through **primary data collection** only.

- b. To collect information on profile and operational data of the storage and related infrastructures as per the format provided by NABCONS. Data should cover all the units in the domain of Public, Private, Co-operative and Individual units, including partnership units, AMPCs and comprehensively covering all types of structures.
- c. To map and geo-tag the agri - storage infrastructure at Airports/ Ports.
- d. To map the marketing infrastructure of APMCs/ RMCs.

4.2. Deliverables:

1. Geo-tagging of all warehouses
2. Data w.r.t. warehouses filled in the mobile application alongwith photographs (minimum 06 photographs with good resolution)
3. Fortnightly progress report indicating no. of warehouses geotagged.
4. Completion Report

4.3. Timelines

The proposed assignment shall be completed in a time period of **45 days** from the date of acceptance of work order.

4.4 Payment terms

The payment to the agency/ service provider/ firm will be made as per the following terms.

Sr. No.	Particular	Details
1	Acceptance of work order and submission of Methodology	20% of the fee
2	Geotagging of 25% of the no. of units indicated in 4.a. for respective State	15% of the fee
3	Geotagging of 50% of the no. of units indicated in 4.a. for respective State	15% of the fee

4	Geotagging of 75% of the no. of units indicated in 4.a. for respective State	15% of the fee
5	Geotagging of 100% of the no. of units indicated in 4.a. for respective State	15% of the fee
6	Completion Report	20% of the fee

4.5. Other Details

A webportal is the main object of the entire assignment. The webportal created by NABCONS and hosted in client's website can be accessed by the general public for gathering information such as maps with location pins of the various infrastructure, report generation, etc.,

NABCONS will be developing a digital template (which can be loaded in a mobile device or laptop) for collection of data through which the data from the warehouse owner/ representative will be entered.

The field data collected through the mobile friendly digital template application will be forwarded to the server maintained by the client after the approval of the supervisor at NABCONS. The approved data will be reflected on the web portal on real time basis and then hosted in client's website.

Smart Phone/ Geotagging Instruments: The agency/ service provider has to possess smart phones (Android version above 5/ ios above 4.1) with GPS facility for geo-tagging the location of the infrastructure. The agency/ service provider/ its representative has to visit the infrastructure, collect the data as per the template, take photos of the infrastructure and geo-tag the location.

Based on the above mentioned scope of work, the agency/ service provider may provide the timelines of the execution of work with milestones. During the execution of the project, the identified agency/ service provider has to participate in periodic review meetings through video conferencing or directly.

5. Techno-Financial Offer

The interested parties are required to provide the following information:

5.1. Technical Proposal:

5.1.1. Profile of the organisation/ Institution: The Agency/ service provider may provide a dossier/ brochure/ presentation and shall fill in the details given below (Table No. 5.1):

Table No. 5.1. Details of the Agency/ Service Provider/ Company

Sr. No.	Particulars	Details								
1	Name of the Firm/ Agency/ Service Provider									
2	Contact Details Address									
	Telephone									
	Fax									
	Mobile									
	E-mail: Website:									
3	Turn Over of the Company									
	<table border="1"> <tr> <td>FY 2016- 17</td> <td>FY 2017- 18</td> <td>FY 2018- 19</td> <td>FY 2019- 20 (As on 31 December 2019)</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>	FY 2016- 17	FY 2017- 18	FY 2018- 19	FY 2019- 20 (As on 31 December 2019)					
FY 2016- 17	FY 2017- 18	FY 2018- 19	FY 2019- 20 (As on 31 December 2019)							
	(Enclose last three years balance sheet and CA certificate indicating the networth)									
4	Number of employees in the organization									
5	Details of Constitution of the Firm/ Agency/ Service Provider/ Company (Document to be attached)	a. Registration Authority:- b. Reg. No: c. Date: d. Place.....								
6	Brief Information of the Agency/ Service Provider/ Company (about similar activities undertaken)									
7	Any other information									

5.1.2. Details of the Team: The interested parties are required to provide the details of the team proposed to execute the scope of work in the format provided below in Table No. 5.2:

Table No. 5.2. Details of the Team

Sr. No.	Name	Designation	Role for the Assignment	Mobile No.	E-mail id

The format is a sample and no. of team members is to be decided by the party and the format may be submitted as a separate document with the offer.

5.1.3 List of Similar Assignments Executed: The information is sought from the agency/ service provider/ companies, in the format provided below (Table No. 5.3) with respect to similar assignments executed in the past.

Table 5.3. Previous Experience in Executing Similar Assignment

Sr. No.	Project Name	Client Name and address	Scope of Work	Year of Execution	Duration of Project	Contract Value of the Assignment (Rs.)

5.2 Financial Offer

The interested parties may a.) sign and seal each page of the RFP document ,b.) fill in the information form as per Table No. 5.1. (with scanned copy of CA certified network worth statement and certificate of incorporation), Table 5.2. and Table 5.3. (with scanned copies of work order/ completion certificates for the assignments) c.) fill in the professional fee against the services to bid for, in the price offer format and d.) e-mail the scanned copy of the filled and signed (all pages) document to foodprocessing@nabcons.in, the subject line being **“Proposal for providing services for Geotagging and Data Collection of Warehouses in _____**

(Haryana or Tamil Nadu as the case may be) State' on or before 02 March 2020 at 15.00 hours.

The professional fee quoted should be exclusive of service tax and all other taxes as applicable in the format given below:

Sr. No.	Particulars	No. of Projects	Unit Rate
1	Data Collection and Geo-tagging of Warehouses in _____ (Haryana/ Tamil Nadu as the case may be) State by primary data collection	(as indicated in Para 4. a.)	
2	Total		
3	CGST (___ %)		
4	SGST (___ %)		
5	Grand Total		
6	Amount in Words	Rupees _____ plus _____ (as GST)	

The offer should be on lumpsum basis inclusive of all charges such as charges towards lodging, daily allowance, local transportation, cost of all man hours spent and any other costs that would be incurred during the various stages mentioned in the scope of work and should also take into consideration 2-3 visits to NABCONS' Mumbai office/ New Delhi office and periodic review meeting (fortnightly) at our Regional Offices located at the State Capital city.

6. Security Deposit

The agency/ service provider/ company is required to submit a security deposit which shall comprise:

a) Performance Security Deposit:

The selected consultant is required to submit a performance bank guarantee from a Scheduled Bank of 10% of the Total Fee, before releasing the first payment, which shall be valid till the completion of works.

(b) Retention Money:

Apart from the initial performance security deposit to be made by the Agency/ service provider as aforesaid, the retention money @ 10% of the Professional fee with NABCONS.

On completion of the job as per the scope of work mentioned in Para 4, NABCONS shall declare the job to be complete and upon this, the bank guarantee will be returned to the agency/ service provider and the retention money shall be retained by the NABCONS until the certificate of completion is received from NABCONS' client.

7. Other Terms and Conditions

- i. The engagement of the agency/ service provider by NABCONS will be on merit, experience and price offer.
- ii. The agency/ service provider should not sub-contract the work to any other agency. However, they may operate on a consortium mode and to submit a common bid for respective States.
- iii. NABCONS reserves the right to accept or reject any proposal without thereby incurring any liability to the affected respondent or any obligation to inform the affected respondent of the grounds for such decision
- iv. Preference would be given to agencies/ service providers who associated with State/ Central Government for geo-tagging related works.
- v. The agency/ service provider firm will have no objection in NABCONS using its credentials/ CVs of the team leader/ members for seeking this assignment.
- vi. Clarification if any, may be sought through e-mail to foodprocessing@nabcons.in before 25 February 2020.