

**Employment Guarantee Scheme, Planning Department
Government of Maharashtra**



2nd Tender Invitation

Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra

Ref. Number: MAGRARO-24/Asthapana/485

Date: 10.02.2025

**The Commissioner
Commissionerate, Mahatama Gandhi National Rural Employment Guarantee
Scheme
1st Floor, Administrative Building-2
Civil Lines, Nagpur-440001**

**Commissionerate, Mahatma Gandhi National Rural
Employment Guarantee Scheme (MGNREGS), Nagpur, Maharashtra.**

Date 10-02-2025

E-TENDER NOTICE

The Commissioner, Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS) is authorized by Government of Maharashtra to invite **Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra** from eligible Drone Operator Agencies to at the **two District namely Gondia and Chatrapati Sambhaji Nagar.**

The duration for the appointment of selected firms will be for the period of Twelve (12) months and upon expiry of the period, it can be extended up to an additional period of Twelve (12) months, subject to satisfactory performance of the firm, as assessed by competent authority.

The details of terms and conditions of this RFP may be viewed at the website www.mahatenders.gov.in.

The RFP responses are to be submitted on www.mahatenders.gov.in. The Last date for submission of the proposal shall be on **24.02.2025 till 16:00 HRS.**

All of the subsequent notifications, changes and amendments related to this RFP will be posted only on the website www.mahatenders.gov.in. All interested firms shall invariably refer the same for information and necessary action at their end.

Commissioner
MGNREGS, Maharashtra,

A. Invitation for Proposal

1. The Commissioner, MGNREGS hereby invites proposals from reputed, competent, eligible and professional drone survey agencies, who meet the Qualification criteria as specified in this bidding document for the **"Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra"** as detailed in Term of Reference of this RFP document.
2. The complete bidding document shall be published on <https://mahatenders.gov.in> as well as on our website <https://mahaegs.maharashtra.gov.in> for the purpose of downloading. The downloaded bidding document shall be considered valid for participation in the electronic bidding process (e-Procurement/ e-Tendering) subject to the submission of required tender/ bidding document fee and EMD through e-Tendering Online Payment Gateway mode only.
3. To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Class - II) as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e., TCS, Safecrypt, Ncode, etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.
4. Bidders are also advised to refer "e-tendering tool kit for bidder" available at <https://mahatenders.gov.in> for further details about the e-tendering process.
5. Bidder is advised to study this RFP document carefully before submitting their proposals in response to the RFP Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.
6. Prospective bidders are advised to check the minimum qualification criteria before participating in the bidding process. This RFP document is not transferable and the name of the bidder who purchases and submits the same bid shall be unchanged.

B. Key Events and Dates

The summary of various activities with regard to this invitation of bids are listed in the table below: -

Sr. No.	Particular	Details
1.	Name of the work	Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra
2.	Bid Evaluation Criteria (Selection Method)	Quality and cost-based selection (QCBS)
3.	Advertising Date	10.02.2025
4.	Website for downloading Tender Document, Corrigendum's, Addendums etc.	https://mahatenders.gov.in

Sr. No.	Particular	Details
5.	RFP Document Download Start Date & Time	From 10.02.2025 at 12:00 HRS (IST) to 24.02.2025 till 15:00 HRS (IST)
6.	Last date for Submission of Pre-bid Queries	All the queries should be received on or before 12.02.2025 till 17:00 HRS (IST) , through email only with subject line as follows: "Pre-Bid queries - <Agency's Name>". at as per the format prescribed of this RFP (Annexure-B) to the Email Id - commissionermgngregsmah@gmail.com
7.	Date and time of Pre-Bid Meeting	13.02.2025 from 12:00 HRS (IST) Google meet link Drone Pre-Bid Meeting Thursday, February 13 · 12:00 – 1:00pm Time zone: UTC Google Meet joining info Video call link: https://meet.google.com/ujx-ckzr-nap
8.	Last date (deadline) for Submission of bids	24.02.2025 till 16:00 HRS (IST)
9.	Date and time of opening of Technical bids	25.02.2025 after 16:00 HRS (IST) At the Commissionerate, MGNREGS, Nagpur-440001
10.	Date and time for opening of Financial bids	Will be intimated later to the qualified bidders
11.	Detail of the contact person and Address	The Commissioner The Commissionerate, MGNREGS 1st Floor, Administrative Building-2 Civil Lines, Nagpur-440001. Tel: 0712-2555501 E-mail: commissionermgnregsmah@gmail.com

C. Other Important Information Related to Bid

Sr. No.	Item	Description
1.	Earnest Money Deposit (EMD) - Online Payment Gateway mode only	Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only) through Mahatender portal
2.	RFP Tender Document Fee to be paid via Online Payment Gateway mode only.	Rs. 18,000/- (Rupees Eighteen Thousand Only) through Mahatender portal
3.	Bid Validity Period	One Hundred and Twenty (120) days from the due date of submission of the bids.

4.	Last date for furnishing Performance Security to Commissionerate, MGNREGS (By successful bidder)	Within fifteen (15) working days of the date of notice of award of the contract or prior to signing of the contract whichever is earlier or as intimated in the work order issued by Commissionerate, MGNREGS
5.	Performance Security value (Performance Bank Guarantee)	3% of contract value/ Bid value of successful bidder
6.	Performance Bank Guarantee (PBG) validity period	PBG shall be valid till for 180 days from the end of contract period
7.	Last date for signing contract	As intimated in work order of Commissionerate, MGNREGS
8.	Project duration	The project duration shall be for a period of 12 months and may be extendable for an additional period of 12 month (subject to a review by the competent authority on the performance of the selected Drone Survey Agency)

Terms of Reference of Request of Proposal for (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra

1.0 Introduction: The objective of Mahatma Gandhi National Rural Employment Guarantee Scheme State (MGNREGS) is to create permanent productive asset by providing guaranteed wage employment of at least 100 days in a financial year to every rural household whose adult members volunteer to do unskilled manual work.

The scheme focuses on employment of rural farmers/agricultural laborers by providing social security, empowering women and weaker sections, and strengthening Panchayat Raj Institutions.

The Commissioner, MGNREGS, Government of Maharashtra (hereby further referred as **Commissionerate, MGNREGS**) is inviting Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra in Gondia and Chatrapati Sambhaji Nagar districts of the state.

The duration for the appointment of selected firms will be for the period of Twelve (12) months and upon expiry of the period may be extended up to an additional period of Twelve (12) months subject to satisfactory performance of the firm, as ascertained by the competent authority. The appointed drone survey agency will provide drone survey services in progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra.

2.0 Objectives:

- a) To improve the monitoring of ongoing works by capturing geo-referenced image before start of work and during execution of the work.
- b) To get the real-time status in all respect of the created assets by capturing geo-referenced images of the completed work
- c) To assess impact of the completed works the impact of Using different time series data impact assessment of Individual Assets, Natural Resource Management, Water conservation and plantation related works may be done.
- d) To get the as is status of to enquire complaint against the work/asset.

3.0 Cost of RFP: The bidders are requested to deposit the RFP Tender fee of Rs. Rs. 18,000/- (Rupees Eighteen Thousand Only) through online payment gateway through e-tendering

portal. Bidders are advised to make online payment at least 3 days prior to submission timeline to avoid any banking transfer delays. The Tender fee is non-refundable.

4.0 Earnest Money Deposit (EMD)

- a)** Bidders shall submit, EMD of Rs. Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only) through Online mode available at the e-Tendering portal.
- b)** Unsuccessful bidder's EMD will be returned within 30 days from the date of opening of the financial bid. The Bid Security, for the amount mentioned above, of the successful bidder would be returned upon submission of Performance Bank Guarantee for an amount equal to 3 % of Total Contract Value.
- c)** No interest will be paid by Commissionerate, MGNREGS on the EMD amount and EMD will be refunded to all Bidders (including the successful Bidder) without any accrued interest on it.
- d)** The Bidders who are registered under " Micro & Small, Medium industries Development Act 2006 " are exempted from Tender Fee & Earnest Money Deposit. Government Undertaking Firms / Corporations also exempted) from Tender Fee & Earnest Money Deposit. Manufacturer Firms who are registered for offered product under Government under taking firms, Micro and Small-scale Industries registered as a manufacturer under Micro & Small, Medium Industries Development Act, 2006, will be granted exemption from payment of Tender Fee & EMD in respect of tender item as specified in the technical specifications and mentioned in the registration certificate & EM part II which has been produced for exemption
- e)** For seeking exemption of tender fees and EMD, the bidder shall submit his valid SSI Registration (registration certificate & EM part II) / NSIC registration for item. The non-submission of abovementioned certificates would lead to rejection of bid.
- f)** The Bid submitted without EMD, mentioned above, will be summarily rejected
- g)** The EMD may be forfeited:
 - i. If a Bidder withdraws his bid or increases his quoted prices during the period of bid validity or its extended period, if any.
 - ii. In case of a successful bidder, if the Bidder fails to sign the contract in accordance with the terms and conditions.
 - iii. In case of successful bidder, if the bidder fails to furnish the Performance Bank Guarantee within the period prescribed in contract
 - iv. If 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.
 - v. If, during the bid process, any information is found false/fraudulent/mala fide, and then Commissionerate, MGNREGS shall reject the bid and, if necessary, initiate action.

5.0 Submission of Bids

Complete bidding process will be online (e-Tendering) in three envelope system. Submission of bids shall be in accordance to the instructions given in the Table below:

1	Pre-qualification	<p>The Pre-Qualification proposal shall be prepared in accordance with the requirements specified in Section 6.5 of the RFP.</p> <p>Each page of the Pre-Qualification proposal should be signed and stamped by the Authorized Signatory of the bidder . In addition to pre-qualification documents, the bidder shall also submit Scanned copy of EMD, Tender Fee & Power of attorney in Envelope A. Pre-Qualification proposal should be submitted through online bid submission process only</p>
2	Technical Proposal	<p>The Technical Proposal shall be prepared in accordance with the requirements specified in this RFP and the formats are prescribed in in section 6.9 of thisRFP</p> <p>Each page of the Technical Proposal should be signed and stamped by the Authorized Signatory of the bidder. Technical Proposal should be submitted through online bid submission process only</p>
Commercial Bid: Envelope – B (Financial Proposal Documents)		
3	Financial Bid	<p>The Financial Proposal shall be prepared in accordance with the requirements specified in this RFP and in the formats prescribed in Annexure-A of the RFP.</p> <p>Each page of the Financial Proposal should be signed and stamped by the Authorized Signatory of the bidder. Financial Proposal should be submitted through online bid submission process only.</p> <p>The bidder shall indicate financial offer in Envelop B only. In case if the financial offer is found in any other envelop (Other than Envelop B), then Commissioner,MGNREGS, Nagpur may reject the proposal of said bidder.</p>

The following points shall be kept in mind for submission of bids:

- a) The Commissionerate, MGNREGS shall not accept delivery of proposal in any manner other than that specified in this RFP. Proposal delivered in any other manner shall be treated as defective, invalid and rejected.
- b) The Bidder is expected to price all the items and services sought in the RFP and proposed in the proposal. The Bid should be comprehensive and inclusive of all the services to be provided by the Bidder as per the scope of his work and must cover the entire Contract Period.

- c) The Commissionerate, MGNREGS may seek clarifications from the Bidder on the Pre-Qualification criteria. Any of the clarifications by the Bidder on the Pre-Qualification proposal should not have any commercial implications.
- d) Technical Proposal shall not contain any financial proposal information.
- e) If any Bidder does not qualify the Pre-Qualification criteria stated in Section 6.5 of this RFP, the technical and financial proposals of the Bidder shall not be opened in the e-Tendering system. Similarly, if the Bidder does not meet the technical criteria criteria, the financial proposal of the Bidder shall be unopened in the e-Tendering system.
- f) It is required that all the proposals submitted in response to this RFP should be unconditional in all respects, failing which the Commissionerate, MGNREGS reserves the right to reject the proposal.
- g) Proposals sent by fax/ post/ courier shall be rejected.
- h) The bid should be complete document and should be page numbered, indexed and bound as a single set. The document should be page numbered and appropriately flagged and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the bid.
- i) A Proposal should be accompanied by an appropriate board resolution or power of attorney in the name of an authorized signatory of the Bidder stating that he is authorized to execute documents and to undertake any activity associated with the Bidder's Proposal. A copy of the same should be uploaded under the relevant section / folder on the e-Tender portal. Furthermore, the bid must be submitted online after being digitally signed by an authorized representative of the bidding entity.
- j) The bidder must submit the power of attorney to specify an individual who will be authorized for legal and financial matters.
- k) The Power of Attorney should be executed on a non-judicial stamp paper of INR 500 (five Hundred) and duly notarized by a notary public. Annexure -E

6.0 Pre-Qualification, Technical and Financial Bid Evaluation

6.1 Bid Evaluation process.

- a) The Tender Evaluation Committee constituted by Commissionerate, MGNREGS shall evaluate the bids.
- b) The Tender Evaluation Committee shall review the prequalification proposal of the bidders to determine whether the requirements as mentioned in Section 6.5 of the RFP are met. Incomplete or partial Proposals are liable for disqualification. All those bidders, whose prequalification proposal meets the requirements shall be selected for opening of the technical proposal.
- c) The Tender Evaluation Committee shall review the Technical Proposal of the prequalified bidders to determine whether the technical proposals are substantially responsive. Bids that are not substantially responsive shall be disqualified and the Tender Evaluation Committee reserves the right to seek clarification if required.
- d) The Tender Evaluation Committee shall assign a technical score to the bidders based on the technical evaluation criteria detailed in the RFP. The bidders with a technical score

above the threshold as specified in Section 6.9 of the RFP shall technically qualify for the commercial evaluation stage.

- e) The financial proposals of the technically qualified bidders shall be opened and reviewed to determine whether the financial proposals are complete and as per requirements.
- f) Amongst the bidders who are considered for financial evaluation, the scoring **highest score (Quality & Cost based Selection (QCBS))** will be awarded the work at the discretion of Commissionerate, MGNREGS.
- g) The Commissionerate, MGNREGS reserves the right to accept or reject any or all bids without giving any reasons thereof.
- h) Please note that the Tender Evaluation Committee may seek inputs from their professional, external experts in the Bid evaluation process.

6.2 Bid Opening Process

- a) Total transparency shall be observed and ensured while opening the Proposals/Bids
- b) The Commissionerate, MGNREGS always reserves the rights to postpone or cancel a scheduled Bid opening.
- c) Bid opening shall be conducted in two stages.
- d) In the first stage, Pre-Qualification proposals shall be opened and evaluated as per the criteria mentioned in Section 6.5 of the RFP.
- e) In the second stage, Technical Proposals of those bidders, who have qualified the Pre-Qualification criteria, shall be opened. All Bids shall be opened in the presence of bidder's representatives who choose to attend the Bid opening sessions on the specified date, time and address.
- f) The bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of Bid opening being declared a holiday for the Department, the bids shall be opened at the same time and location on the next working day or as communicated by Commissionerate, MGNREGS. In addition to that, if the representative of the bidder remains absent, the Commissionerate, MGNREGS will continue process and open the bids of all bidders.
- g) During Bid opening, preliminary scrutiny of the Bid documents shall be made to determine whether they are complete, whether required Bid Security has been furnished, whether the Documents have been properly signed and whether the bids are generally in order. Bids not conforming to such preliminary requirements shall be prima facie rejected. The Department has the right to reject the bid after due diligence is done.

6.3 Bid validity

The offer submitted by bidder should be valid for minimum period of 180 days from the last date of submission of the Bid.

6.4 Bid Evaluation

- a) Initial Bid scrutiny will be held and to confirm that Bids do not suffer from the infirmities detailed below. The Bid will be treated as non-responsive if a Bid is found to have been:

- i. Submitted in manner not conforming with the manner specified in the RFP document
- ii. Submitted without appropriate EMD as prescribed herein
- iii. Received without the appropriate power of attorney
- iv. Containing subjective/incomplete information
- v. Submitted without the documents requested in the checklist
- vi. Non-compliant with any of the clauses stipulated in the RFP
- vii. Having lesser than the prescribed validity period. The EMD of all non-responsive bids shall be returned to the bidders

b) All responsive bids will be considered for further processing as below:

Department will prepare a list of responsive bidders, who comply with all the Terms and Conditions of the Tender. All eligible bids will be considered for further evaluation by a committee according to the Evaluation process defined in this RFP document. The decision of the Committee will be final in this regard.

6.5 Pre-Qualification (PQ) Criteria

Please note that the bidders should submit all the documents confirming the qualification as per the eligibility criteria mentioned. The bid is liable to be rejected without submission of relevant documents. The bidder should meet the Qualifying Requirements as mentioned below:

PQ	Eligibility Criteria	Document Attachments
PQ1	Legal Entity: The bidder must be an independent legal entity incorporated / registered in India such as partnership firm under The Partnership Act 1932, limited liability partnership (LLP) under LLP Act 2008, private limited company registered under Companies Act 1956 or 2013, public limited company registered under Companies Act 1956 or 2013, Government-owned Companies and should be in existence in India for at least the last 3 years as on date of submission of the bid.	i) Copy of Certificate of Incorporation of a Company/Legal entity.
PQ2	Digital Sky registration: The bidder should be registered drone operator in digital sky platform and have unique identification number (UIN) issued by as per Drone rule 2021 of "NANO" and "MICRO" category drone.	i) Self attested copy of Issued UIN details web page with bidder (owner of UIN) name available on Digital Sky web portal. ii) (Self attested copy of Application form submitted on Digital Sky web portal iii) (Self attested copy of Type certificate of Drones

		iv) Declaration of "No UIN for NANO category of drones for commercial purpose".
PQ3	Sales Turnover: The bidder should have an Cumulative turnover of at least Rs.90.00 lakhs during last 3 years i.e. F.Y.2021-22, 2022-23 and 2023-24 from drone surveillance services OR drone services (other than manufacturing & sales) in any department of State/Central Government for its agencies in India	i) Copy of CA Certificate from the statutory auditor clearly specifying the (a) Total annual turnover along with the (b) Cumulative Turnover from drone Surveillance services OR drone services (other than manufacturing & sales) in any department of State/Central Government for its agencies in India
PQ4	Experience: The bidder should have drone surveillance services or drone services (other than manufacturing & sales) experience in minimum one project with project value of 15.00 Lakhs or more (in a single project) during any of the last 3 years i.e. F.Y.2021-22, 2022-23 and 2023-24 given in any department of State/Central Government for its agencies in India.	i) Copy of work order/work completion certificate/client certificate /Payment order of client with name of project and project value in rupees.
PQ5	Net Worth: The bidder's net worth should be positive in last three financial years (i.e FY 2021-22, FY2022-23, FY2023-24).	i) CA Certificate with CA's Registration Number/ Seal and issuance date.
PQ6	Quality Certification: The bidder must have the following valid ISO 9001 Certification as on the date of submission of the bid	ii) Copy of the Valid ISO 9001 Certification as on the date of bid submission
PQ7	Blacklisting: The bidder shall not be debarred /blacklisted by any competent authority of Deptt or agencies of Central /State Government for any Government schemes /programs/ works.	i) Self-Declaration in this regard by the authorized signatory of the bidder (Format as per Annexure-D)
PQ8	The Bidder should have at least one office in Maharashtra and preferably support centers / logistics for the entire state.	i) The copy of Property tax bill/ Electricity Bill/ Telephone Bill/ G.S.T.- Registration/ Lease agreement should be submitted as proof

		<p>OR</p> <p>ii) Undertaking Letter be given by bidder to open office in Maharashtra within 30 days of receipt of work order.</p>
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6.6 Evaluation of Pre- Qualification Proposals

- a) Bidders, whose EMD and RFP Document Fees are found in order, shall be considered for Pre-Qualification criteria evaluation.
- b) Bidders shall be evaluated as per Pre-Qualification criteria mentioned in section 6.5 The bidders who fulfil all the Pre-Qualification criteria shall qualify for further technical evaluation.

6.7 Evaluation of Technical Proposals

The evaluation of the Technical Proposals will be carried out in the following manner:

- a) The bidders are required to submit all required documentation in support of the evaluation criteria specified (e.g., Detailed Project citations and completion certificates, client contact information for verification, etc. and all others) as required for Technical evaluation.
- b) At any time during the Bid evaluation process, the Tender Evaluation Committee may seek oral / written clarifications from the bidders. The Committee may seek inputs from their professional and technical experts in the evaluation process.
- c) The Commissioner reserves the right to do a reference check of the past experience stated by the bidder. Any feedback received during the reference check shall be considered during the Pre-Qualification proposal evaluation process.

6.8 Technical Evaluation Methodology

- a) Each Technical Proposal shall be assigned a technical score out of a maximum of 100 points. (Refer Section 6.9).
- b) To qualify for the opening of financial proposal, the bidder must get a minimum overall technical score of 70 (Seventy).
- c) The financial proposals of bidders who do not qualify technically shall be kept unopened in the e-Tendering system.
- d) The Commissioner reserves the right to accept or reject any or all bids without giving any reasons thereof.
- e) The Commissioner shall inform to the technically shortlisted bidders about the date and venue of the opening of the financial proposals.

6.9 Technical Qualification Criteria

S. No.	Criteria	Evaluation Parameters	Max. Marks	Document Required
Financial Strength (20 Marks)				
TQ1	The bidder should have an Cumulative turnover of at least Rs.90.00 lakhs during last 3 years i.e. F.Y.2021-22, 2022-23 and 2023-24 from drone surveillance services OR drone services (other than manufacturing & sales) in any department of State/Central Government for its agencies in India	<ul style="list-style-type: none"> • Greater than 90 lakh and less than or equal to 120 lakhs = 10 marks • Greater than 120 lakh and less than or equal to 150 lakhs = 15 marks • Greater than or equal to 150 lakhs = 20 marks 	20	i) Copy of the audited Profit & Loss Statement of the company for the last 3 (Three) financial years ii) Copy of the audited Balance Sheet of the company for the last 3 (Three) financial years iii) Certificate from the Statutory Auditor / Chartered Accountant clearly stating the cumulative annual turnover from drone surveillance services OR drone services
Relevant Experience (35 Marks)				
TQ2	The bidder should have drone surveillance services or drone services (other than manufacturing & sales) experience in minimum one project with project value of 15.00 lakhs or more (in a single project) during any of the last 3 years i.e. F.Y.2021-22, 2022-23 and 2023-24 given in any department of State/Central Government for its agencies in India. (Any Extension of work order of more than or equal to 12	<ul style="list-style-type: none"> • 1 project with project value of at least Rs 15 Lakhs in Single Project - 10 marks • 2 project with project value of at least Rs 15 Lakhs in Single Project - 15 marks • ≥ 3 project with project value of at least Rs 15 Lakhs in Single Project - 20 marks 	20	i) Copy of work order / work completion certificate/client certificate /Payment order of client with name of project and project value in rupees.

S. No.	Criteria	Evaluation Parameters	Max. Marks	Document Required
	month during the last three year would be considered as Unique project)			
TQ3	<p>The bidder should have at least one project of survey and surveillance using drone in MGNREGS/Rural development Deptt in any state/central government of India of project value not less than 5 Lakhs.</p> <p>(Any Extension of work order of not less than 12 month during the last three year would be considered as Unique project)</p>	<ul style="list-style-type: none"> • At least 1 Project of MGNREGS/Rural development Deptt in any State or Central Government during last three years. – 7.5 Marks • At least 2 Project of MGNREGS/Rural development Deptt during last three years. -15 Marks 	15	i) Copy of work order / work completion certificate/client certificate /Payment order of client with name of project and project value in rupees.
Manpower Resources (10 Marks)				
TQ4	<p>Bidder should have at least 15 technically qualified resources on their payroll as on the date of bid submission (Technical Qualified Resources may be Drone Pilot, Co-Pilot, Drone Technician, Software Developer / Support Engineers)</p>	<ul style="list-style-type: none"> • At least 15 Technically qualified resources-05 Marks • At least 30 Technically qualified resources-10 Marks 	10	Declaration by HR Manager with List of employees with details of Name, Designation, Date of Joining and Mobile no.
Quality Certification (05 Marks)				
TQ5	The bidder must have the following valid ISO 9001 Certification as on the date of submission of the bid.	• Valid Certificate of ISO 9001 Certification- 05 Marks	05	Copy of the Valid Certification as on the date of bid submission
Proposal Presentation(30 Marks)				
TQ6	<ul style="list-style-type: none"> • The Proposal presentation* should include the proposed understanding of scope of work, Solution, approach, and methodology. • Actual demonstration PoC of the Drone Based 	Proposal Presentation to Technical Evaluation Committee -30 Marks	30	Technical Proposal Presentation

S. No.	Criteria	Evaluation Parameters	Max. Marks	Document Required
	Survey and Surveillance at the given location suggested by Commissionerate.			

*The proposal presentation will be done in physical in office of Commissionerate, MGNREGS and drone survey demonstration be done at the given nearby location suggested by Commissionerate. Nagpur, Maharashtra. The Date will be communicated by email/phone to eligible bidders.

6.10 Financial Bid Evaluation

- a) The Financial bid must be submitted in the format as per Annexure-A
- b) The financial proposal of only the technically qualified bidders who have scored 70 or above shall be opened for the evaluation.
- c) If a bidder , quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.
- d)
- e) The bidder with lowest qualifying financial bid (L1) will be awarded 100% score (amongst the s which did not get disqualified on the basis of point 2 above).
- f) Financial Scores for other than L1 bidders will be evaluated using the following formula:
 - i. **Normalized Financial Score of a Bidder (Fn) = {(Commercial Bid of L1/Commercial Bid of the bidder) X 100} - (Adjusted to two decimal places)**
- g) If there is a discrepancy between words and figures, the amount in words shall prevail. For any other calculation/ summation error etc., the bid may be rejected.
- h) Only fixed price financial bids indicating total prices for all the deliverables and services specified in this bid document will be considered.
- i) The Financial proposal shall be submitted online and digitally signed in the formats provided in Annexure- A(Financial Bid) clearly indicating the total cost of the work, in Indian Rupees.
- j) All charges including administrative cost, monthly salaries/ wages and benefits to the staff, and taxes, if any (exclusive of GST) to be included in the Financial Proposal. No other charges will be payable to successful bidder other than the mentioned in the financial bid.
- k) While submitting the financial bid, the bidder shall ensure the following:
 - i. The total amount indicated in the Financial Bid shall be without any condition attached or subject to any assumption and shall be final and binding. In case any assumption or condition is indicated in the Financial RFP, it shall be considered non-responsive and liable to be rejected.
 - ii. GST will be reimbursed to the service provider as per actual. All payments to firm shall be subject to deduction of taxes at source as per Applicable Laws. It is the

- responsibility of the bidder to clearly identify all costs associated with any services as per the RFP Document and submit the total cost in the Financial Bid.
- iii. That the "Contractor/Service Provider" shall account for the Minimum Wages, fringe benefits and administrative Charges/ professional charges as well as the maintenance charges as per the rate quoted in the Financial Proposal.
 - iv. Prices quoted will be firm for the period of Contract period.

6.11 Combined and Final Evaluation

- a) The technical and financial scores secured by each bidder will be added using weightage of **<70%>** and **<30%>** respectively to compute a Composite Bid Score
- b) The bidder securing the highest Composite Bid Score will be adjudicated as the most responsive for award of the Project. The overall score will be calculated as follows:

$$\langle B_n = 0.70 * T_n + 0.30 * F_n \rangle$$

Where,

- a. B_n = overall score of bidder
 - b. T_n = Technical score of the bidder (out of maximum of 100 marks)
 - c. F_n = Normalized financial score of the bidder
- c) In the event, the bid composite bid scores are 'tied', the bidder securing the highest technical score will be adjudicated as the Best Value for award of the Project.
 - d) The Commissioner is not bound to accept the best evaluated bid or any bid and reserves the right to accept any bid, wholly or in part.

6.12 Notification of Award

- a) The Commissionerate, MGNREGS will notify the successful bidder in writing (LoI) thereby indicating that its Bid has been accepted.
- b) The notification of award will constitute the formation of the contract upon the successful furnishing of Performance Bank Guarantee (3% of the project value).

7.0 Award of Contract:

- a) Post the evaluation process indicated in Sections 6.5 to 6.11 above The Commissionerate, MGNREGS will award the contract to the bidder who has been selected as highest scored (H1) as per procedure mentioned in Combined and Final Evaluation (Section 6.11).
- b) However, the Tender Evaluation Committee reserves the right to further negotiate the prices quoted by the H1 bidder while awarding the contract as deems it.
- c) The successful bidder will be notified in writing or by fax or email, to be confirmed in writing by letter, that its bid has been accepted. The Letter of Acceptance (LoA) will constitute the formation of the contract within 15 days of its release. Upon the Successful Bidder's furnishing of Performance Security, the Commissionerate,

MGNREGS will promptly notify each unsuccessful Bidder and return their EMD.

- d) Failure of the successful Bidder to agree with the Terms & Conditions of the RFP / Contract shall constitute sufficient grounds for the annulment of the award, in which event the Commissioner MGNREGS reserve its rights to invite the next H2 bidder for acceptance of H1 bid price or cancel the bid.

8.0 Performance Bank Guarantee:

- a) The Performance Bank Guarantee (hereinafter referred to as "PBG") will be for an amount equivalent to 3% of the total contract value and will be refunded only after satisfactory completion of the project. The format of bank guarantee is enclosed as Annexure-C.
- b) In the event of the Bidder being unable to service the contract for whatever reason, the Commissionerate, MGNREGS forfeit the PBG. Notwithstanding and without prejudice to any rights whatsoever of The Commissioner under the contract in the matter, the proceeds of the PBG shall be payable to The Commissionerate, MGNREGS as compensation for any loss resulting from the bidder's failure to complete its obligations under the Contract.
- c) The Commissionerate, MGNREGS shall notify the Bidder in writing of the exercise of its right to receive such compensation within 14 days, indicating the contractual obligation(s) for which the Bidder is in default.

9.0 **Scope of Work:** The Scope of work to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra is mentioned as below

a) Adherence to Drone Rule 2021

- i. The bidder should ensure the aspects such as certification, registration, operation, remote pilot license, traffic management etc. for Unmanned Aircraft System must be followed as mentioned in the Drone Rule 2021.
- ii. The bidder must adhere the provision of Drone Rule 2021 (which can be seen in the Gazette of India vide no. 477 dated 25th August 2021 published by Ministry of Civil Aviation Govt. of India) and its amendments from time to time and shall apply to
- All persons owning or possessing, or engaged in leasing, operating, transferring or maintaining an unmanned aircraft system under the scope of this RFP.
 - All unmanned aircraft systems that are registered in India; and under the scope of this RFP
 - All unmanned aircraft systems that are being operated for the time being, in or over/under the scope of this RFP.

b) Necessary permission Prior to flying of Drone

- i. The agency shall check the airspace map published by DGCA.
- ii. Obtain necessary DGCA permission prior to flying in Red and Yellow zones.

- iii. No person shall operate an unmanned aircraft system in India unless such unmanned aircraft system conforms to a type certificate or is exempted from the requirement of a type certificate under these rules.
- iv. The drone pilot should be registered on the DigitalSky platform and should hold a valid drone pilot licence and adhere DGCA guidelines.
- v. Any other approval from applicable authority and worksite owner.

c) Mandatory safety features:

- i. The Central Government may, in feature, by notification in the Official Gazette, specify safety features to be installed on an unmanned aircraft system by persons owning it, which may include among others, the following safety features, namely:
- ii. "No Permission – No Takeoff" hardware and firmware
- iii. Real-time tracking beacon that communicates the unmanned aircraft system's location, altitude, speed and unique identification number and Geo-fencing capability.

d) Type of drone use:

(i) For monitoring of Mahatma Gandhi NREGS assets the following type of drone are recommended with all-up weight including payload:

- Nano drone: Less than or equal to 250 gram;
- Micro drone (greater than 250 gram and less than or equal to 2 kg).
- Any other type drone upon specific written instruction of Commissionerate, MGNREGS.

(ii) Drone Camera Specification

- Image Resolution : High Resolution cameras (20 MP or higher) for detailed images
- Image format : RAW and JPEG
- Video Format: MP4/AVI/MOV
- Gimbal: 3 Axis gimbal to stabilise the camera ensure sharp images even in windy conditions.
- Ground Sampling Distance: A maximum of 5 cm/pixel of spatial resolution.
- The captured images/videos should not contain any blurring or other distortion
- The capture images/videos should not contain any blurring or other distortions and should have good lighting conditions
- The image/video should include the following metadata
 - ✓ Date
 - ✓ Time
 - ✓ GP coordinate
 - ✓ Altitude
 - ✓ Camera parameter (eg ISO etc)
- The bidder should have a physical storage device of suitable size to store all the generated data during the period of the engagement.
- The new data generated should be saved in the storage device at the end of each month.

e) Work Site for Drone Survey:

- i. Monitoring of ongoing works by capturing geo-referenced image before start of work and during execution of the work.
- ii. Inspection of completed work to get the real-time status in all respect of the created assets by capturing geo-referenced images of the completed work.
- iii. Impact assessment of the completed works by using different time series data impact assessment of NRM, Water and Horticulture plantation, Bamboo Plantation related works may be done.
- iv. Special inspection for enquiring complaint against the work/asset and Live Streaming of the work site livestream at the district/State headquarter.
- v. The bidder needs to develop a plan for drone surveys to be approved by Commissionerate.
- vi. Adequate number of Ground control points should be established on defined and identifiable points such as permanent structures, junctions etc.
- vii. Capture data in the form of multiple overlapped images. Images should be clear and free from fog, haze or dust.

f) Survey Deliverable

- i. The bidder shall deploy their teams in **Gondia** and **Chatrapati Sambhajinagar** districts and can create zones as per their convenience, provided team must be available at the spot as soon as possible but no later than next two business day from the day of intimation.
- ii. The bidder team should have one drones and related accessories at each site during the time of fly to make sure for continuous recording of minimum 25 minutes. Further, the drones should be ready within 3 hours to fly again seamlessly. (**Each Team Means – Pilot, Co-Pilot, Qualified Drone Technician & One Drone**).
- iii. The drone team should keep one drone working and have additional one drone as redundant during survey and shall be used for backup.
- iv. The bidder team should be technical competent and possess valid drone pilot license and other requirements to operate drone.
- v. The bidder team must take necessary permission from concerned authorities at the worksites as per drone rule 2021 before drone survey.
- vi. The Bidder's Drones shall be capable of capturing objects clearly with high resolution images and videos
- vii. The image and Video data should be clear & sharp in at least in 4K resolution i.e. 3840x2160 pixel resolutions.
- viii. To maintain consistency in quality of images, it is recommended to carry out the monitoring through Drone in better light condition when the sun is overhead to minimise the shadows in photographs and it is also suggested to avoid partly cloudy days and

high winds. Further, the Drone should be able to remain airborne for a minimum period of 30 minutes.

- ix. The bidder shall be able to maintain the flight position (position-hold function), horizontal and vertical movements, and pre-define/programmed flight paths autonomously and independently take predefined paths.
- x. The bidder shall be able to control the drone via mobile GCS (Ground Control Station).
- xi. The following image and video shall be made available to Commissionerate, MGNREGS within 48 Hours of survey without any alteration through dashboard.

Video	RAW File of At least 30 Min Edited Video of at least 5 min and 10 min having Bird Eye, Tilted and First Person view
Image	At least 2 image file (in PNG format) each of Bird Eye, Tilted, First Person view

- xii. Drone should have a camera for still photography as well as motion picture. Both the cameras (Still and motion picture) should be of 4K resolution i.e. 3840x2160 pixel resolutions with 30 frame per second (FPS) for video recording. . It should be able to capture in vertical, Oblique (High Oblique and Low Oblique) as well as Combination (360°).
- xiii. Bidder is required to deploy team at survey location within Gondia and Chatrapati Sambhajinagr districts of Maharashtra State within mentioned time.
- xiv. The bidder is required to make the arrangement of deployment of the team at the preferably district headquarter location and the cost and expense towards local travel for drone survey, foods & accommodation etc will be borne by bidder.
- xv. The safety and security of drone and its accessories/components will be responsibility of bidders, any cost incurred due to malfunction/mishandling/damage/theft/loss will borne by bidder.
- xvi. The bidder must take utmost care to handle the worksite and no damage should be made. The cost incurred due to worksite damage will be borne by bidder.
- xvii. Drones may be used for monitoring of ongoing works by capturing geo-referenced image before start of work and during execution of the work
- xviii. 3D mapping of the area/asset, including calculations like measurement of length and area, volumetric analysis (in case of works like desilting, land levelling etc), cut \fill analysis, and change detection.
- xix. Drone may be used to get the real-time status in all respect of the created assets by capturing geo-referenced images of the completed work
- xx. Using different time series data impact assessment of NRM, Water conservation, bamboo plantation, Agriculture and other approved works under MGNREGS.
- xxi. Drone may be utilized for enquiring complaints against the work/asset. In such cases, response time could be as low as 1-2 days.
- xxii. Processed drone data, including number of workers present in the image, high resolution 2D ortho maps, contour maps, DEM, and 3D models of the sites. The type of results

shall be requested on the Dashboard for the bidder to carry the right payload to the field.

- xxiii. The 3D Model data should be translated to 2D Data with necessary details of Lat, Long and Elevation for the entire area scope.
- xxiv. The monitoring of works may be live or recorded, based on the requirement (depending on cellular signal).
- xxv. The bidder should provide Cloud based dashboard application and Cloud based survey data storage facility for viewing and analysis of surveyed area. The Cloud data storage facility should be in compliance with Cloud Services policy/guidelines of Govt. of Maharashtra and Govt. of India.
- xxvi. The cloud based drone survey data must be secured and preserved during any data migration/disaster recovery incidents and shall be reported to Commissionerate, MGNREGS.
- xxvii. All information, reports, and plans, both print and electronic, as well as the system that may have been designed specifically for this survey, in any format, will belong to the Commissionerate and will be strictly confidential. The bidder shall not use the data for their own research purposes, nor license/authorize the data to be used by others.
- xxviii. Ethical considerations in survey work will be followed by the bidders, including non-disclosure of personal information of respondents, freedom to not participate.
- xxix. Any other work requiring drone-based services as per the requirement.

g) Survey Quantity:

- i. A minimum of 30 work sites be covered in a calendar month in each District. However in view of urgent requirement, Commissionerate, MGNREGS would reserve its right to increase the worksites up to 20% of minimum worksites i.e. a total of 36 worksites without incurring any cost.
- ii. However, if any additional inspections if requested by Commissionerate, MGNREGS, they will be paid @ 1/30th of bidder's monthly rate of drone survey. A Separate inspection day plan by considering feasibility to clubbing adjacent/nearby survey sites in normal working hours per day must be submitted for approval by bidder to Commissionerate, MGNREGS before commencement of additional drone survey.
- iii. A list of tentative monthly Work sites will be given by Commissionerate, MGNREGS and accordingly a date wise survey plan of each district is to be submitted by successful bidder before end of last week in preceding calendar month.
- iv. To coordinate the district-level drone survey, the Commissionerate, MGNREGS may appoint a coordinating officer in each district. The bidder must work coordinate with officer to ensure the successful completion of the drone survey and address any local issues if may arise.
- v. In case of rainy season or any other natural event the drone survey is not feasible and during entire calendar month the survey of minimum worksite drone survey is not completed then the remaining target would be carry forward to next month.
- vi. The List of Permissible Work under Mahatma Gandhi NREG is attached as Annexure -I of

annual master circular 2024-24 which can be downloaded from the below mentioned link [https://nregaplus.nic.in/netnrega/writereaddata/Circulars/2477AMC2024-25%20English\(7June2024\).pdf](https://nregaplus.nic.in/netnrega/writereaddata/Circulars/2477AMC2024-25%20English(7June2024).pdf)

h) Dashboard: A web-based dashboard portal to be designed which can track the progress of drone survey and work site monitoring. The Dashboard should be capable to

- i. The Dashboard should have feature to generate the request for drone inspection, tentative planning dates and its completion by bidder.
- ii. The Dashboard would provide summary and full details of all the work sites inspected and its progress status.
- iii. The Dashboard should be able to display the GIS map prepared by drone of work site on google maps in point /polygon shape.
- iv. In Dashboard, Upon pointing the worksite on google map, the period wise details of all images/videos could be viewed/downloaded.
- v. It should be able to provide month/duration wise site progress completed and export the file in excel/pdf format with flight timing and relevant metadata.
- vi. The Dashboard should have feature where the details of worksite i.e. work code, name of work, district, block, village, type of work, etc could be captured.
- vii. The system should have facility to measure the dimension (in meters) in length, breadth and depth/elevation of work sites.
- viii. The bidder shall provide cloud-based plug-ins and tools which allows to conduct micro studies for the following:
 - Length Measurement
 - Area Measurement
 - Volume Calculation
 - Cut / Fill Analysis
 - Change Detection
 - Legal Boundaries Overlay
- ix) The following facilities/features to added in the dashboard
 - Zoom in/Zoom out
 - Orthomap view
 - Contour map view
 - Digital Elevation Map (DEM) view
 - Facility to search for data from name of worksite, GP coordinate, Date, Time, GPS coordinates, altitude, camera parameters etc

10.0 Payment Terms:

- a) The payment of professional fees charged by drone survey agency toward theirs drone survey services will be paid on uniform monthly pro-rata basis of his quoted financial bid for the entire work duration as per this RFP.
- b) The bidder has to submit his invoice bill of his professional service charge including applicable GST along with monthly work progress report by end of 1st week of every

Month, the bills then be processed by the commissionerate within 30 days for payment with subject to satisfaction of performance during the billing period.

- c) The Commissionerate reserves his rights to recover the Penalty amount imposed on from the due payment of invoice bill submitted by the bidders.

11.0 Service Level Agreement (SLA)

a) General Conditions

- i. The bidder shall provide proper plan, resources and escalation procedure for the Commissionerate, MGNREGS to report problem case or support request during the project initiation.
- ii. The bidder shall get their project operations in line with project timeline for various SLA management, issue reporting, resolution, etc
- iii. The bidder shall act as a single point of contact and follow-through with the principals of any third-party providers until the successful resolution of the case.
- iv. The bidder’s helpdesk personnel shall always be contactable to resolve and technical or software related issues via phone with Commissionerate, MGNREGS officials.
- v. The bidders senior technical / management will be required to visit Commissionerate, MGNREGS/ District coordinating officers for resolving critical issues.
- vi. Upon notification of the problem, the Bidder’s personnel must respond within the required time specified in this tender during the support hours of the systems.

b) SLA measurement and monitoring

The bidder shall report the identified problem/no show/fault in drone/ faulty survey to Commissionerate, MGNREGS through written communication. Resolution time expected for various project components is given in the table below. Penalty shall be considered for the official working days only. Bidders need to either re-survey or provide drone photo/video in desired quality functional within the expected resolution time. In case of rectifying the dashboard, the incident must be resolved within 24 hours. The following table defines the SLA requirements for all project components as per the services:

c) SLA Applicable during project phase

#	Services	Parameter	Validation	Penalty per worksite
1	Reporting on the work site and commencement of the drone survey	Adherence to report within 2 days of instruction by Commissionerate, MGNREGS or its authorised representatives.	<ul style="list-style-type: none"> • Number of days of delay in reporting and commencement 	<p>2 times of 1/30 of Monthly bill invoice per day with limit of delay of 5 days.</p> <p>If the delay exceeds more than 5 days, Commissionerate, MGNREGS reserves</p>

#	Services	Parameter	Validation	Penalty per worksite
				right to terminate the contract.
2	Still and Motion Picture Quality	Clear Still and Motion image in 4K resolution	<ul style="list-style-type: none"> Resolution and Frame Rate- 4K resolution 3840x2160 pixel resolutions and at least 30 fps Audio Quality- no background noise with clear sound Lighting and Exposure- consistent no unwanted shadows or blown-out highlights. Stability and Motion- Steadiness and no shaking. 	<p>2 times of 1/30 of Monthly bill invoice per day with limit of delay of 5 days.</p> <p>In case of failure to provide the desired output of Still and Motion Picture Quality, the bidder has to re-survey and complete the worksite within 5 days of instruction.</p> <p>If the delay exceeds more than 5 days, Commissionerate, MGNREGS reserves right to terminate the contract.</p>

d) SLA for GIS data creation and Field survey

Sr	Parameter	Condition	Penalty per work site
1	GIS Data locational accuracy	As per NNRMS / NGP standard	0.10 % of the project fees.
3	GIS data accuracy	As per NNRMS / NGP standard	0.10 % of the project fees
4	GIS data completeness	100 %	0.10 % of the project fees
5	Spreadsheets data, Textual database, and Reports	Should have 90 % accurate	0.10 % of the project fees

e) Other SLA terms and Conditions

- i. The aggregate penalty should not exceed 10% of the total project cost. In case, the penalty is exceedingly more than 10%, then Commissionerate, MGNREGS have the right to terminate the contract and award the remaining works to the next eligible firm identified through this tender.
- ii. For three recurrences of default in the discharge of SLA obligation, Commissionerate would be free to forfeit the defaulting bidder's security deposit, revocation of bank guarantees and/or termination of the contract for default.
- iii. If at any time during performance of the work order, the bidders encounter condition

- impeding timely performance of the ordered service, the bidder shall promptly notify Commissionerate in writing of the fact of the delay, its likely duration, and its cause (S).
- iv. In case of unsatisfactory services in any manner, notice will be issued for improvement in the service by the Commissionerate giving one week's time. The Commissionerate may act including termination with notice if the services are not improved within 7 days. Any appeal in this case shall lie with the Principal Secretary, Employment Guarantee Scheme, Government of Maharashtra whose decision shall be final and binding.
 - v. In the event of equipment/ system failure, the successful bidder will be required to make alternate arrangements and ensure that the services run uninterruptedly and smoothly. During the period of failure, the successful bidder shall make suitable arrangements as agreed with the Commissionerate.
 - vi. The successful bidder will provide a relevant tool to calculate all above performance parameters, results of which may be vetted by the Commissionerate independently. In case, any inaccuracy is found in the results of the tool for any parameter, the Commissionerate may consider levying maximum penalty for that parameter.
 - vii. Where any claim for the payment of a sum of money arises, out of or under this contract against the bidder, Commissionerate, MGNREGS shall be entitled to recover such a sum by appropriating in part or whole, from the performance bank guarantee to be deposited by the agency.
 - viii. In the event of the Performance Bank Guarantee being insufficient, the balance of the total sub recoverable, as the case may be, shall be deducted from any sum then due or which at any time thereafter may become due to the agency under. Should this sum not be sufficient to recover the full amount recoverable, the agency shall pay to the Commissionerate, MGNREGS the remaining balance due.

12.0 Confidential Information

- a) The successful bidder shall keep confidential and shall not, without the written consent of the Commissionerate, MGNREGS, divulge to any third party any documents, data, or other information furnished directly or indirectly in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract.
- b) The Successful Bidder shall not use the documents, data, and other information received from Commissionerate, MGNREGS for any purpose other than the services required for the performance of the Contract.

13.0 Force Majeure

- a) The successful bidder shall not be liable for termination for default if and to the extent that it's 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 or situation beyond the control of the successful bidder that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the successful bidder. Such events

may include, but not be limited to, acts of the department in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- c) If a Force Majeure situation arises, the successful Bidder shall promptly notify the department in writing of such condition and the cause thereof. Unless otherwise directed by department in writing, the successful 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.

14.0 Termination of contract

The Commissionerate, MGNREGS may, without prejudice to any other remedy for breach of Contract, terminate this Contract in case of the occurrence of any of the events specified in below paragraphs of this clause. In such an occurrence, the department shall give a not less than 30 days' written notice of termination to the successful bidder.

- a) If the successful bidder does not remedy a failure in the performance of its obligations under the Contract, within seven (7) days after being notified or within any further period as the department may have subsequently approved in writing.
- b) If the successful bidder becomes insolvent or goes into liquidation, or receivership whether compulsory or voluntary.
- c) If the successful bidder, in the judgment of the Commissionerate, MGNREGS has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- d) If the successful bidder submits to the department a false statement which has a material effect on the rights, obligations or interests of the Commissionerate, MGNREGS.
- e) If the successful bidder places itself in a position of conflict of interest or fails to disclose promptly any conflict of interest to the Commissionerate, MGNREGS.
- f) If the successful bidder fails to provide the quality services as envisaged under this Contract, the Commissionerate, MGNREGS may make judgment regarding the poor quality of services, the reasons for which shall be recorded in writing. The Commissionerate, MGNREGS may decide to give one chance to the successful Bidder to improve the quality of the services.
- g) If the successful bidder fails to comply with any final decision reached as a result of arbitration proceedings.
- h) In the event the Commissionerate, MGNREGS terminates the Contract in whole or in part, pursuant to above clause the department may procure, upon such terms and in such manner as it deems appropriate, services similar to those undelivered or not performed, and the successful bidder shall be liable to the department for any additional costs for such similar services. However, the successful bidder shall continue performance of the Contract to the extent not terminated.

15.0 List of Document to be Submitted.

The Qualification Documents to be submitted for fulfillment of qualification criteria for Selection and Appointment of Agency to provide Drone based Survey for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra.

- i) Signed and filled Bid Submission form (Annexure-F)
- ii) Copy of Certificate of Incorporation/Partnership deed of a Company
- iii) Copy of Drone Registration Certificate with UIN number from competent authority.
- iv) CVs of Proposed Drone Team with valid Drone Pilot Certificates.
- v) Copy of CA Certificate from the statutory auditor clearly specifying the total annual turnover along with the turnover from drone Surveillance services
- vi) Copy of work order/work completion certificate/client certificate with project value in rupees.
- vii) CA certificate for bidder's net worth
- viii) Copy of the Valid ISO 9001 Certification as on the date of bid submission
- ix) A self-certified letter signed by the Authorized Signatory of the Bidder on company Letter head with seal with a statement of no debarred/blacklisted by any competent authority of Central/State/ District level under MGNREGS or any other Government schemes/programs.(format Annexure-D)
- x) The proof of office address in (Maharashtra The copy of Property tax bill/ Electricity Bill/ Telephone Bill/ G.S.T.- Registration/ Lease agreement should be submitted as proof. or Undertaking Letter be given by bidder on its letter to open his office in Maharashtra within 30 days of receipt of work order.
- xi) Copy of the audited Profit & Loss Statement of the company for the last 3 (Three) financial years
- xii) Copy of the audited Balance Sheet of the company for the last 3 (Three) financial years
- xiii) Copy of ITR returns for the last 3 (Three) financial years
- xiv) Copy of work order/Client Certificates of drone surveillance and drone services work.
- xv) Declaration by authorized signatory and HR Manager with summary List of employees with details of Name, Designation, Date of Joining and Mobile no
- xvi) The Copy of GST Registration.
- xvii) CV of proposed manpower resource for deployment at Commissionerate, MGNREGS along with drone operator license.
- xviii) Drone Agency Firm Profile.
- xix) The Cover letter with list of all documents as stated above.
- xx) Any other document relevant to suffice the technical qualification criteria.

Annexure- A.

FORMAT OF FINANCIAL BID

To
The Commissioner
MGNREGS, Maharashtra,
Nagpur-440001

Sub: Financial bid for the Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra

Ref: Tender ID _____ dated _____

Sir

We undersigned submit the financial bid of Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra as per terms and conditions.

S. No	Particular	Nos.	Monthly Rate	Total Rate for 12 Months
1	Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra for Gondia and Chatrapati Sambhajinagar Districts	1 unit		
2	Photogrammetry Software (Perpetual License)	1 unit		
3	Cloud Infrastructure	1 unit		
Total Amount in Rs. (Excluding GST)				
Applicable (GST)				
Total Amount in Rs. (Including GST)				

The Financial bid Rs. _____(In word) Rs.
_____ excluding GST.

s/d
Authorized Signatory
Name of the Firm

Format of Pre-Bid Query.

Name of Bidder					
Name of Department					
Tender ref no.					
Tender Name					
Due Date					
S.no	RFP Page No	RFP Clause no	Clause title	Queries/clarification	Justification

s/d
Authorized Signatory
Name of the Firm

Format of Performance Bank Guarantee

The Commissioner
Commissionerate, Mahatama Gandhi National Rural Employment Guarantee Scheme
1st Floor, New Administrative Building-2
Civil Lines, Nagpur-440001
Dear Sirs.

PERFORMANCE BANK GUARANTEE – For <Project Name>

WHEREAS

M/s. (name of Bidder), a company registered under the Companies Act, 1956, having its registered and corporate office at (address of the Bidder), (hereinafter referred to as "our constituent", which expression, unless excluded or repugnant to the context or meaning thereof, includes its successors and assigns), agreed to enter into a Contract dated (Hereinafter, referred to as "Contract") with you for **"Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra"** in the said Contract.

We are aware of the fact that as per the terms of the Contract, M/s. (name of Bidder) is required to furnish an unconditional and irrevocable Bank Guarantee in your favor for an amount of 3% of the Total Contract Value, and guarantee the due performance by our constituent as per the Contract and do hereby agree and undertake to pay any and all amount due and payable under this bank guarantee, as security against breach/ default of the said Contract by our Constituent.

In consideration of the fact that our constituent is our valued customer and the fact that he has entered into the said Contract with you, we, (name and address of the bank), have agreed to issue this Performance Bank Guarantee.

Therefore, we (name and address of the bank) hereby unconditionally and irrevocably guarantee you as under:

In the event of our constituent committing any breach / default of the said Contract, and which has not been rectified by him, we hereby agree to pay you forthwith on demand such sum/s not exceeding the sum of 3% of the Total Contract Value i.e.,.....<in words> without any demur.

Notwithstanding anything to the contrary, as contained in the said Contract, we agree that your decision as to whether our constituent has made any such default(s) / breach(es), as aforesaid and the amount or amounts to which you are entitled by reasons thereof, subject to the terms and conditions of the said Contract, will be binding on us and we shall not be entitled to ask you to establish your claim or claims under this Performance Bank Guarantee, but will pay the same forthwith on your demand without any protest or demur.

This Performance Bank Guarantee shall continue and hold good till 180 days after completion of the Contract Period, subject to the terms and conditions in the said Contract.

We bind ourselves to pay the above said amount at any point of time commencing from the date of the said Contract until 6 months after the completion of Contract Period.

We further agree that the termination of the said Agreement, for reasons solely attributable to our constituent, virtually empowers you to demand for the payment of the above said amount under this guarantee and we would honor the same without demur.

We hereby expressly waive all our rights: Requiring to pursue legal remedies against the department; and For notice of acceptance hereof any action taken or omitted in reliance hereon, of any defaults under the Contract and any resentment, demand, protest or any notice of any kind.

We the Guarantor, as primary obligor and not merely Surety or Guarantor of collection, do hereby irrevocably and unconditionally give our guarantee and undertake to pay any amount you may claim (by one or more claims) up to but not exceeding the amount mentioned aforesaid during the period from and including the date of issue of this guarantee through the period.

We specifically confirm that no proof of any amount due to you under the Contract is required to be provided to us in connection with any demand by you for payment under this guarantee other than your written demand.

Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax, registered post or other electronic media to our address, as aforesaid and if sent by post, it shall be deemed to have been given to us after the expiry of 48 hours when the same has been posted. If it is necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this guarantee on the request of our constituent under intimation to you.

This Performance Bank Guarantee shall not be affected by any change in the constitution of our constituent nor shall it be affected by any change in our constitution or by any amalgamation or absorption thereof or therewith or reconstruction or winding up, but will ensure to the benefit of you and be available to and be enforceable by you during the period from and including the date of issue of this guarantee through the period.

Notwithstanding anything contained hereinabove, our liability under this Performance Guarantee is restricted to 3% of the Contract Value, and shall continue to exist, subject to the terms and conditions contained herein, unless a written claim is lodged on us on or before the aforesaid date of expiry of this guarantee.

We hereby confirm that we have the power/s to issue this Guarantee in your favor under the Memorandum and Articles of Association / Constitution of our bank and the undersigned is / are the recipient of authority by express delegation of power/s and has / have full power/s to execute this guarantee under the Power of Attorney issued by the bank in your favor.

We further agree that the exercise of any of your rights against our constituent to enforce or forbear to enforce or any other indulgence or facility, extended to our constituent to carry out the contractual obligations as per the said Contract, would not release our liability under this guarantee and that your right against us shall remain in full force and effect, notwithstanding any arrangement that may be entered into between you and our constituent, during the entire currency of this guarantee.

Notwithstanding anything contained herein:

Our liability under this Performance Bank Guarantee shall not exceed 3% of the Total Contract Value. This Performance Bank Guarantee shall be valid only from the date of signing of Contract to 180 days after the End of Contract Period; and

We are liable to pay the guaranteed amount or part thereof under this Performance Bank Guarantee only and only if we receive a written claim or demand on or before 180 days after the completion of Contract Period.

Any payment made hereunder shall be free and clear of and without deduction for or on account of taxes, levies, imports, charges, duties, fees, deductions or withholding of any nature imposts.

This Performance Bank Guarantee must be returned to the bank upon its expiry. If the bank does not receive the Performance Bank Guarantee within the above-mentioned period, subject to the terms and conditions contained herein, it shall be deemed to be automatically cancelled.

This guarantee shall be governed by and construed in accordance with the Indian Laws and we hereby submit to the exclusive jurisdiction of courts of Justice in India for the purpose of any suit or action or other proceedings arising out of this guarantee or the subject matter hereof brought by you may not be enforced in or by such court.

Dated this Day 2025.

Yours faithfully,

For and on behalf of the Bank,

(Signature)

Designation

(Address of the Bank)

Note:

This guarantee will attract stamp duty as a security bond.

A duly certified copy of the requisite authority conferred on the official/s to execute the guarantee on behalf of the bank should be annexed to this guarantee for verification and retention thereof as documentary evidence in the matter.

Annexure- D

Format of "Declaration for not being debarred/blacklisted by any competent authority of Deptt or agencies of Central/State Government for any Government schemes/programs/works."

Date: dd/mm/yyyy

To

The Commissioner

Commissionerate, Mahatama Gandhi National Rural Employment Guarantee Scheme
1st Floor, New Administrative Building-2
Civil Lines, Nagpur-440001

Sub: Declaration for not being debarred/blacklisted by any competent authority of Central/State/District level under MGNREGS or any other Government schemes/programs in India as on the date of submission of the bid

Ref: RFP Notification number

Dear Sir,

I, authorized representative of _____, hereby solemnly confirm that the firm/Organisation _____ is not banned by the Government of Maharashtra/ Any other state government/ Government of India which includes any Government Department, Public Sector Undertakings of the Government, Statutory Boards formed by the Government, Local Bodies in the State, Co-operative Institutions in the State, Universities and Societies formed by the Government for any reason as on last date of submission of the Bid.

In the event of any deviation from the factual information/ declaration, the Commissionerate, MGNREGS, Government of Maharashtra reserves the right to reject the Bid or terminate the Contract without any compensation to the firm/Organisation.

Thanking you,
Yours faithfully,

Signature of Authorized Signatory (with official seal)

Date:

Name:

Designation:

Address:

Telephone & Fax:

E-mail address:

Format of Power of Attorney of Authorised Signatory

Know by all men by these presents, We _____ (Name of the Bidder and address of their registered office) do hereby constitute, appoint and authorize Mr. / Ms. _____ (name and residential address of Power of attorney holder) who is presently employed with us and holding the position of _____ as our Attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for the **"Request for Proposal (RFP) for Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra"**, including signing and submission of all documents and providing information / responses to the Commissionerate, MGNREGS Nagpur, representing us in all matters before Commissionerate, MGNREGS Nagpur, and generally dealing with the Commissionerate, MGNREGS Nagpur in all matters in connection with our Proposal for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said Attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid Attorney shall and shall always be deemed to have been done by us.

For _____
Name:
Designation:
Date:
Time:
Seal:
Business Address:

Accepted,
_____ (Signature)
(Name, Title and Address of the Attorney)

Note:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- The Power of Attorney shall be provided on Rs.100/- stamp paper.
- The Power of Attorney should be supported by a duly authorized resolution of the Board of Directors of the Bidder authorizing the person who is issuing this power of attorney on behalf of the Bidder.

Bid Submission letter

To,
The Commissioner
Commissionerate, Mahatama Gandhi National Rural Employment Guarantee Scheme
1st Floor, New Administrative Building-2
Civil Lines, Nagpur-440001

Dear Sir,

Having examined the RFP, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the professional services as required and outlined in the RFP for **"Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra.**

We attach hereto the technical response as required by the RFP, which constitutes our proposal. We undertake, if our proposal is accepted, to adhere to the implementation plan (Project schedule) for providing Professional Services in **"Selection and Appointment of Agency to provide Drone based Survey services for progress monitoring, inspection, and verification of quality of assets created under MGNREGS in Maharashtra,** put forward in RFP or such adjusted plan as may subsequently be mutually agreed between us and the department or its appointed representatives.

If our proposal is accepted, we will obtain a Performance Bank Guarantee issued by a nationalized bank in India, for a sum of equivalent to 3% of the contract value for the due performance of the contract.

We agree for unconditional acceptance of all the terms and conditions set out in the RFP document and also agree to abide by this tender response for a period of 180 days from the date of submission of 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 the Commissioneate, MGNREGS, Nagpur.

We confirm that the information contained in this proposal or any part thereof, including its exhibits, schedules, and other documents and instruments delivered or to be delivered to the department is true, accurate, and complete. This proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the department 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/ services specified in the tender response.

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

Date:
(Signature)
(Name)

(In the capacity of)
[Seal / Stamp of bidder]
Witness Signature:
Witness Name:
Witness Address:

CERTIFICATE AS TO AUTHORISED SIGNATORIES

I _____, the Company Secretary of _____, certify that _____ who signed the above Bid is authorized to do so and bind the company by authority of its board/ governing body.

Date:
Signature:
(Company Seal) (Name)

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