

# Expression of Interest (EOI) for Survey Agencies to conduct Geotagging of Agri. Storage Infrastructures

**Start Date for Submission: 13<sup>th</sup> October 2020**

**Last Date for Submission: 20<sup>th</sup> October 2020 up to 5:00 PM**



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## **Proprietary**

This EOI is proprietary to NABARD Consultancy Services, and NABARD Consultancy Services reserves the right to recall the EOI in its entirety or in part. All responses to the EOI will become the property of NABARD Consultancy Services and will not be returned.

## **1. Purpose of this EOI**

The purpose of this Expression of Interest (EOI) is to identify reputed agencies Survey Agencies to conduct Computer-assisted personal interviewing (CAPI) Survey with Geotagging. The objective of the document is to provide indicative information on the scope of the work, schedules, deliverables and required qualifying criteria for selection of the consultant/agency. Request for Proposal (RFP) will be provided to only the shortlisted consultant as per the qualifying criteria provided in the EOI and evaluation committee.

## **2. Background**

NABCONS intends to conduct a Computer-assisted personal interviewing (CAPI) based Survey with Geotagging to cover about 100463 warehouses in 26 States and 08 Union Territories of the country. The main objective of the study will be to geotag agriculture storage infrastructure. The assignment aims at Geotagging various agricultural storage infrastructure units across the States and UTs 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 country and will also help to establish their inter-linkages.

## **3. Period of Appointment**

The period of appointment shall be coterminous with the completion of the assignment from the date of appointment. NABCONS may however terminate the appointment at any time at its sole discretion by giving a notice of 10 days. Further, NABCONS may at its sole discretion extend the appointment of the Agency for further up to six months from the date of expiry of the original appointment based on satisfactory performance of the said agency, who shall have no right for any claim for any kind of compensation damages etc due to such earlier termination of the appointment or non-extension of the same after the date of natural expiry of the appointment.

#### 4. Scope of Work

The scope of work for the service providers are detailed here below:

- To visit the warehouse and geo-tag the various kinds of Agricultural storage infrastructure units across the States as per the list to be provided by NABCONS. The approximate number of samples state-wise is given in a table/annexure.
- To collect information on profile and operational data of the storage and related infrastructures as per the format provided by NABCONS through CAPI based survey. 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, as per the list made available.
- The study has to be carried out by collecting data from field surveys /primary sources.
- The collected data along with geotagged photographs (3 numbers) has to be duly verified by the team leader on daily basis and submit a report to NABCONS as per the pre-defined format.
- The data shall be collected through an android based application along with a separate hand held dedicated GPS device to geotag the infrastructure by capturing GIS information (for cross verification/ Accurate Latitude and Longitude data).

#### 5. Minimum Eligibility Criteria

Firm's/ agency's/ service provider's minimum eligibility criteria are as under:

- a. Minimum 03 years of experience in geotag and survey works.
- b. The agency should be in profit for last three Financial Years
- c. The agency shall have local presence for which they are willing to express interest.
- d. The agency/ service provider should have conducted minimum 2 geotag and survey assignments of about 5,000 samples.
- e. The agency/ service provider should have Mobile/ Tablet as per minimum specification mentioned at table no. 1 and a hand held dedicated GPS device **per surveyor** to achieve exact location accuracy.

- f. The agency shall have dedicated minimum 20 surveyors and 01 team leader for each cluster. For North-Eastern region and hilly region the minimum 10 surveyors and 01 team leader for each cluster.
- g. The minimum specification for the mobile/ tablet for collection of data through an android based application is as follows:

<b>Table no. 1 : Tablet/ Mobile Device Minimum Specification for CAPI Survey</b>	
Operating System	Android 6.0 or higher
RAM	2 GB or higher
ROM/ Storage	16 GB or higher
Processor	Quad-Core or higher
GPRS Network/ SIM Card	Required
GPS	Required
Camera	5 Megapixel or higher

## 6. How to apply

The Agency/ service provider may provide a dossier/ brochure/ presentation and shall fill in the details given below **in the excel file** as per the format annexed as Sheet 1 & 2

<b>Sr. No.</b>	<b>Particulars</b>	<b>Details</b>
1	Name of the Firm/ Agency/ Service Provider	
2	Contact Details	
	Name of the Contact Person	
	Address	
	Telephone	
	Fax	
	Mobile	
	E-mail:	
	Website:	
3	Annual Turn Over of the agency	Rupees in lakh

	FY 2017- 18	FY 2018- 19	FY 2019- 20
	(Enclose last three financial years balance sheet and CA certificate indicating the net-worth, profitability & turnover)		
4	Number of employees in the organization		
5	Number of employees qualified in GIS ( A brief profile sheet with name, qualification, total no. of general experience, total no. of specific domain experience will have to be submitted)		
6	Details of Constitution of the Firm/ Agency/ Service Provider/ Company (Documents to be attached)	a. Registration Authority:- ..... b. Reg. No:..... c. Date:..... d. Place.....	
7	Information about similar activities undertaken by the Agency/ Service Provider/ Company ( Work Orders / MoUs/ Completion Certificates to be submitted)		
8	<b>Details of the Team leader to be engaged in the assignment for each cluster</b>  Name Designation Qualification No. of year of general as well as domain experience Currently on payroll of the agency ( Yes / No) Mobile No. E-mail id		
9	Brief Information about a. Geotagging exercises involving survey of more than 5,000 samples each by the Agency/ Service Provider/ Company ( Work Orders / MoUs/ Completion Certificates to be submitted)		
10	Any other relevant information		

NOTE: Number of surveyors to be engaged per cluster should be **as per 5(f)**. The Team Leader proposed to be engaged in assignment cannot be substituted without prior consent of NABCONS.

**List of Similar Assignments Executed shall be provided as per below format:**

Sr. No.	Project Name	Client Name and addresses	Scope of Work	Financial Year of Execution	Duration of Project	Contract Value of the Assignment (Rs.)	Name of the State/UT covered	No. of units Geo Tagged

## 7. Timelines

S. No.	Particular	Date
1.	EOI Start Date	13 October 2020
2.	EOI Last Date for Submission (via email only)	20 October 2020 up to 5:00 pm

**EOI has to be submitted by email only as per the prescribed format to [geotagging@nabcons.in](mailto:geotagging@nabcons.in) with subject line “EOI for Survey Agencies to conduct Geotagging of Agri. Storage Infrastructures”.**

No physical/ hardcopy has to be sent for this EOI. Proposal received after the last date and time mentioned at 7 (2) will be rejected.



## 8. Other Terms and Conditions

- i. The engagement of the agency/ service provider by NABCONS will be on the basis of merit, experience and price offer.
- ii. In case of consortium bidding, Letter of Intent signed between both the agencies indicating the lead bidder should be submitted with technical bid. Consortium partner should not be changed after submission of bids. The onus of completing the assignment in time is the primary responsibility of the Lead
- iii. The agency/ service provider should not sub-contract the work to any other agency.
- iv. NABCONS reserves the right to withdraw/ cancel the EOI or 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.
- v. NABCONS reserves the right to allocate any number of clusters to any selected agency based on the minimum manpower requirement as per the clause 5 (f) for each cluster.
- vi. All communications related to this EOI shall be published on [www.nabcons.com](http://www.nabcons.com) website only.
- vii. NABCONS may at its sole discretion and at any time during the evaluation of proposal, disqualify any respondent, if the respondent has:
  - a. Submitted the Proposal documents after the last date of submission.
  - b. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
  - c. Failed to provide related clarifications, if required.
  - d. Its directors are declared ineligible by the Government of India/State/UT Government for corrupt and fraudulent practices or are blacklisted.

## 9. Checklist

<b>S. No.</b>	<b>Item</b>	<b>Checked by Bidder</b>
<b>1</b>	Letter of interest	
<b>2</b>	Dossier/ brochure/ presentation	
<b>3</b>	Dully filled excel file as per the format including agency details along with details of Team Leader and experience of similar assignments	
<b>4</b>	Copy of Pan Card	
<b>5</b>	Copy of GST Certificate	
<b>6</b>	Copy of Registration/ Incorporation Certificate	
<b>7</b>	Balance sheet & CA Certificate for net-worth, profitability & turnover	
<b>8</b>	Copy of Work Orders/ MoUs/ Completion Certificates	
<b>9</b>	Dully filled options as per the cluster list	
<b>10</b>	Attached all supporting documents	
<b>11</b>	Self-Certification by the Authorized Signatory as proof of not be barred by the any Central/State/ Agency	
<b>12</b>	All Addendum, Corrigendum (if any) published by NABCONS with each page initialed by the person signing the application in pursuance of the Power of Attorney	

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