



**Municipal Corporation of Delhi**

**REQUEST FOR PROPOSAL**

Tender No.: TAX/HQ/MCD/2023-24/D- 68

Date of Issue: 18.04.2023

**Engagement of an agency to carry out drone-based survey of properties fall in industrial areas under the jurisdiction of Municipal Corporation of Delhi for the purpose of tax assessment**

**Invited by**

**Municipal Corporation of Delhi  
Assessment & Collection Department  
14<sup>th</sup> Floor, Dr. Shyama Prasad Mukherjee Civic Centre  
Jawaharlal Lal Nehru Marg, Minto Road, New Delhi - 110002**

18/04/23  
**RAJENDRA SINGH**  
Jt. Assessor & Collector (HQ)  
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Dr. S.P. Mukherjee Civic Center  
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**Municipal Corporation of Delhi**  
**Assessment & Collection Department**  
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NIT NO: TAX/HQ/MCD/2023-24/D- 68

Dated: 18.04.2023


**NOTICE INVITING TENDERS**

Municipal Corporation of Delhi (MCD) invites e-tenders under two bids system from eligible Indian Firms/bidders for a drone based survey of properties along with comprehensive door to door survey of lands and buildings in industrial areas under the municipal jurisdiction of Municipal Corporation of Delhi, capturing all the details and parameters of those properties which are relevant for levy and collection of property tax, assigning and allotment of Unique Property Identification Code (UPIC), Computation of Annual Values (AVs) of the properties and property tax there on, creation of database of all properties and develop and implement Online Property Tax Management System with the aim to stream line tax collection. The survey exercise involved survey of about 30,000 properties falls under industrial areas under MCD. Number of properties/units may be increased or decreased to the factor of 20% as per the requirement of the Department. The cost of project will not exceed Rs. 3.00 Crore excluding all taxes and statutory dues.

The tender/RFP document can be downloaded from Municipal Corporation of Delhi's Website: <https://mcdonline.nic.in> and e-procurement portal <https://etenders.gov.in/eprocure/app> and the same may be used for bidding purposes. Any amendments/clarifications to the document will be available on these websites only.

The pre-bid meeting shall be held on 20.04.2023 at 03:00 PM (IST) in the Chamber of Jt. A&C, HQ-I, Municipal Corporation of Delhi, 19<sup>th</sup> Floor, E-1 Block, Dr. S.P.M. Civic Centre, Minto Road, New Delhi - 110002. The last date of submission of the bid document is 03.05.2023 till 03:00 PM (IST). Prospective bidders may contact Sh. Rajendra Singh, Jt. A&C, HQ on Ph. No. 011- 2322-6933 in case of any clarification, if required.

MCD reserves the right to annul the bidding process/reject all or any of the bid(s) without assigning any reason whatsoever.

  
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## Disclaimer

The information contained in this Request for Proposal document (the "RFP") or subsequently provided to Bidder(s), in documentary or any other form by or on behalf of the Municipal Corporation of Delhi (MCD) or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the MCD to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their Qualification Application, Technical Proposal and Financial Offer (together constituting the "Bid") pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the MCD in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the MCD, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in the Bidding Documents, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in the Bidding Documents to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. MCD accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The MCD, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in the Bidding Documents or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the Bidding Documents and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this Bidding Process.

The MCD also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in the Bidding Documents.

The MCD may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in the Bidding Documents.

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The issue of the Bidding Documents does not imply that the MCD is bound to select a Bidder or to appoint the selected Bidder, as the case may be, for the Project and the MCD reserves the right to reject all or any of the Bid(s) without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the MCD or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the MCD shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

*R. S.*  
18/04/13

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## Contents of the RFP

This RFP comprises the disclaimer set forth herein above, the contents as listed below:

Section 1	INTRODUCTION
Section 2	INSTRUCTION TO BIDDERS
Section 3	ELIGIBILITY APPLICATION/TECHNICAL PROPOSAL
Section 4	FINANCIAL OFFER
Section 5	FRAUD AND CORRUPT PRACTICES
Section 6	PENALTY CLAUSES
Section 7	PRE-BID MEETING
Annexure -1	COVER LETTER FOR BID SECURITY
Annexure - 2	BANK GUARANTEE FOR BID SECURITY
Annexure - 3	LETTER COMPRISING BID
Annexure - 4	ANTI COLLUSION CERTIFICATE
Annexure - 5	UNDERTAKING
Annexure - 5 (A)	FINANCIAL CAPACITY
Annexure - 6	DETAILS OF BIDDERS
Annexure - 7	DETAILS OF ELIGIBLE PROJECTS
Annexure - 8	POWER OF ATTORNEY FOR SIGNING OF BID
Annexure - 9	DETAILS FOR TECHNICAL EXPERIENCE
Annexure - 10	FORMAT FOR FINANCIAL BIDS
Annexure -11	SCOPE OF WORK
Annexure -12	PAYMENT SCHEDULE

*[Handwritten Signature]*  
18/09/13

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## 1. Introduction

### Background

- 1.1.1. One of the major sources of revenue in any Urban Local Body is Property tax. In order to increase transparency, effectiveness and efficiency in the administration of property tax, the Municipal Corporation of Delhi (MCD) proposes to use Information and Communication Technology. The main objective of the implementation of Drone-based property surveys in Delhi is to create a robust database of the properties along with door-to-door property assessment survey, property mapping and GIS which would ultimately improve its revenue collection and assessment of properties.
- 1.1.2. MCD intends to invite bids under two bidding system i.e. Technical Bids and Financial Bids from eligible bidders for a drone based survey of properties along with comprehensive door to door survey of lands and buildings in the industrial area in the municipal jurisdiction of Municipal Corporation of Delhi, capturing all the details and parameters of those properties which are relevant for levy and collection of property tax, assigning and allotment of Unique Property Identification Code (UPIC), Computation of Annual Values (AVs) of the properties and property tax there on, creation of database of all properties and develop and implement Online Property Tax Management System with the aim to stream line tax collection.
- 1.2 **Brief particulars of the Project are as follows:**
- 1.2.1. Creation of web enabled 3D Reality Model of area to be surveyed using oblique Imagery captured through licensed UAS (Drone). Capturing the ground data required for assessing the properties in the specified MCD area. Assisting the MCD for business process re-engineering to improve the existing assessment process for better system, transparency and compliance to the relevant Rules, Regulation and Hon. Court Judgments.
- 1.2.2. The statements and explanations contained in this RFP are intended to provide a better understanding to the Bidders about the subject matter of this RFP and shall not be construed or interpreted as limiting in any way or manner. The scope of services or the Authority's rights to amend, alter, change, supplement or clarify the scope of work, pursuant to this RFP or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in the Bidding Document(s) are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the Authority.
- 1.2.3. The Authority shall receive Bids pursuant to this RFP in accordance with the terms set forth herein and other documents to be provided by the Authority pursuant to this RFP as modified, altered, amended and clarified from time to time by the Authority (collectively the "Bidding Documents"), and all Bids shall be prepared and submitted in accordance with such terms on or before the date for submission of Bid (the "Bid Due Date").

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### 1.3 Brief description of Bidding Process

1.3.1 The Authority has adopted a two stage process (the "Bidding Process") for selection of the bidder for award of the Project. It involves:

- a) Eligibility (the "Eligibility") of interested parties /consortia/joint ventures (the "Bidder"/Bidder(s), which expression shall, unless repugnant to the context, include the Members of the Consortium/ Joint Venture) who make a qualification application (the "Eligibility Application") as mentioned at Annexure 3-8. Bidders meeting the Technical and Financial Capacity (Minimum Eligibility Criteria) as set out in Clause 3.1.1 will be short-listed (the "Eligible Bidders").
- b) Evaluation of the technical proposal (the "Technical Proposal") shall be made based on the eligibility criteria as prescribed in Para 3.1.1 of RFP.
- c) Evaluation of the financial application (the "Financial Offer") made in accordance with Annexure 10 - Financial Offer, of only those Bidder who are considered responsive, meet the minimum Eligibility Criteria, as prescribed in Para 3.1.1 of RFP would be opened and evaluated for the purpose of identifying the Selected Bidder for the Project.

1.3.2 The Bidding Documents of the Project and all the further updates and notices shall be available on the website: <https://mcdonline.nic.in> and e-procurement portal <https://etenders.gov.in/e procure/app>.

1.3.3 The "Bidding Documents" includes the RFP and Appendices provided along with the RFP. Any addenda issued subsequent to this RFP Document will be deemed to form part of the Bidding Documents.

1.3.4. In terms of RFP, a Bidder is required to deposit, along with the Bid, a Bid Security as per the provision of Clause 2.16.

1.3.5 Bidder is also required to submit the RFP document along with Bid, each page of which shall be duly signed by authorized signatory.

1.3.6 The term "Preferred Bidder" for the Project shall mean the Qualified Bidder(s) who fulfils the requirement of this RFP. It is clarified that the Preferred Bidder shall be selected in accordance with terms of this RFP for the Project.

### 1.4 Schedule of Bidding Process

The Authority shall endeavour to adhere to the following schedule:

Date of uploading /publishing NIT	-	18.04.2023
Pre bid meeting	-	20.04.2023 at 03:00 pm.

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Last date for submitting Bids	-	03.05.2023 at 03:00 pm.
Date & Time for opening of technical Bids	-	04.05.2023 at 03:00 pm.
Date & Time for opening of financial Bids	-	To be notified.

## 2. Instructions to Bidders

### 2.1 Scope of Bid

2.1.1 The Bidding Documents shall be published/uploaded on the MCD's website [mcdonline.nic.in](http://mcdonline.nic.in) and e-tender portal i.e. e-procurement portal <https://etenders.gov.in/eprocure/app> ("e-Tender Portal") any modifications / addendum / responses to queries shall be updated on the e-tender website and the Bidders are requested to check the website regularly for updates. The Authority shall not undertake any responsibility.

It shall be mandatory for the Bidders to get their firm/ company registered with the e-Tender Portal, to obtain user ID and password, in order to participate in this Bidding Process. For the avoidance of doubt, it is clarified that the mandatory registration and procurement of digital signature certification should be in the name of the Lead Member, in case the Bidder is a Consortium. For avoidance of doubt, it is clarified that the Bid shall be submitted online on or before the Bid Due Date and time and hard copy of the Enclosures to Bid in original shall be submitted on or before the date and time mentioned in Clause 1.4 at the address specified in this Clause 2.1.2 below. The Document Fee shall be paid as per the provisions of e-procurement portal <https://etenders.gov.in/eprocure/app>.

2.1.2 The Enclosures to Bid are to be submitted at the following address:

Sh. Rajendra Singh, Jt. A&C, HQ,  
Municipal Corporation of Delhi,  
Assessment & Collection Department  
19th Floor, Dr. Shyama Prasad Mukherjee Civic Centre  
Jawaharlal Lal Nehru Marg, Minto Road, New Delhi - 110002

### 2.2 Eligibility of Bidders

2.2.1 (A) For determining the eligibility of Bidders (the "Eligible Bidders") hereunder, the following shall apply:

- No Bidder shall submit more than one Bid for the Project. A Bidder violating the conditions specified in RFP shall be liable for disqualification and the Authority shall be entitled to forfeit the Bid Security.

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b) A Bidder shall not have a conflict of interest (the "Conflict of Interest") that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Authority shall forfeit the Bid Security or an equivalent amount of the Performance Security, as the case may be. A Bidder shall be considered to have a Conflict of Interest that affects the Bidding Process, if:

- (i) the Bidder, its Member or Associate (or any constituent thereof) and any other Bidder, its Member or any Associate thereof (or any constituent thereof) have common controlling shareholders or other ownership interest; provided that this qualification shall not apply in cases where the direct or indirect shareholding of a Bidder, its Member or an Associate thereof (or any shareholder thereof having a shareholding of more than 25% (twenty five per cent) of the paid up and subscribed share capital of such Bidder, Member or Associate, as the case may be) in the other Bidder(s), its Member or Associate is not more than 25% (twenty five per cent) of the paid up and subscribed equity share capital thereof; provided further that this disqualification shall not apply to any ownership by a bank, insurance company, pension fund or a public financial institution referred to in Section 2(72) of the Companies Act, 2013. For the purposes of this Clause 2.2.1 (A), indirect shareholding held through one or more company or corporation shall be computed as follows: (aa) where any intermediary is controlled by a company or corporation through management control or otherwise, the entire shareholding held by such controlled intermediary in any other person (the "Subject Person") shall be taken into account for computing the shareholding of such controlling person in the Subject Person; and (bb) subject always to sub-clause (aa) above, where a person does not exercise control over an intermediary, which has shareholding in the Subject Person, the computation of indirect shareholding of such company or corporation in the Subject Person shall be undertaken on a proportionate basis; provided, however, that no such shareholding shall be reckoned under this sub-clause (bb) if the shareholding of such person in the intermediary is less than 26% of the subscribed and paid up equity shareholding of such intermediary; or
- (ii) a constituent of such Bidder is also a constituent of another Bidder; or
- (iii) such Bidder, its Member or any Associate thereof receives or has received any direct or indirect subsidy, grant, or subordinated debt from any other Bidder, its Member or Associate, or has provided any such subsidy, grant, concessional loan or subordinated debt to any other Bidder, its Member or any Associate thereof; or
- (iv) such Bidder has the same legal representative for purposes of this Bid as any other Bidder; or
- (v) such Bidder, or any Associate thereof, has a relationship with another Bidder, or any Associate thereof, directly or through common third party/parties, that puts either or both of them in a position to have access to each other's information about, or to influence the Bid of either or each other; or
- (vi) such Bidder or any Associate thereof has participated as a consultant to the Authority in the preparation of any documents, design or technical specifications of the Project.


  
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- 2.2.2 The Bidder should submit a Power of Attorney authorizing the signatory of the Bid to participate in the bidding process. In case of a Consortium/ Joint Venture, maximum 3 number of partners are allowed only. Each partner should meet at least 25% (and the lead partner at least 50%) out of the qualifying limit in case of experience of particular consultancy and financial turnover, if any. All the Members should submit the Power of Attorney, for the Lead Member as per the format provided at **Annexure- 8**
- 2.2.3 Any applicant/bidder including any Joint Venture/ Consortium Member or Associate should not be debarred/ Blacklisted following the guidelines issued by the Hon. Supreme Court Judgment and the name of agency should not be in the list of debarment published by Government. The Bidder has to submit a sworn affidavit in the format as prescribed in **Annexure-5**. The Bids received with illegible/incomplete documents shall be summarily rejected.
- 2.2.4 Notwithstanding anything to the contrary contained herein, in the event that the Bid Due Date falls within three months of the closing of the latest financial year of a Bidder, it shall ignore such financial year for the purposes of its Bid and furnish all its information and certification with reference to the 3 (three) years, preceding its latest financial year. For the avoidance of doubt, financial year shall, for the purposes of a Bid hereunder, mean the accounting year followed by the Bidder in the course of its normal business.
- 2.2.5 The Financial Bid for the Project should be furnished as per the indicative format set forth in **Annexure-10** online on the e-Tender Portal. Bidders shall download the Bill of Quantity (BOQ), in XLS Format, from the e-Tender Portal and save it without changing the name of the file. Bidder shall quote their rates in figures only in the green background cells, thereafter, save and upload the file along with the submission of the Financial Bid only. The Bidders are cautioned that while uploading of the Financial Bid, Macros in xls must be enabled to see the word representation of figures. In the event of any difference between figures and words, the amount indicated in words shall be taken into account.

The Financial Bid for the Project shall be submitted online only, subject to and in accordance with the indicative format as set out in **Annexure-10**, enclosed hereto. The payment shall be made to the Bidder as per the terms and conditions of this RFP.

### 2.3 General Terms of Bidding Process

- 2.3.1 The Bidding Documents are being provided only as a preliminary reference document by way of assistance to the Bidders who are expected to carry out their own surveys, investigations and other detailed examination of the Project before submitting their Bid. Nothing contained in the Bidding Documents shall be binding on the Authority nor confer any right on the Bidders, and the Authority shall have no liability whatsoever in relation to or arising out of any or all contents of the Bidding Documents.
- 2.3.2 The Bidding Documents including this RFP and all attached documents, provided by the Authority are and shall remain or becomes the property of the Authority and are transmitted to the Bidders solely for the purpose of preparation and the submission of a Bid in accordance herewith. Bidders are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Bid. The provisions of this Clause shall also apply mutatis mutandis to Bid and all other documents submitted by the Bidders, and the Authority will not return to the Bidders any Bid, document or any information provided along therewith.

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2.3.4 This RFP is not transferable.

2.3.5 Any award of Bid pursuant to this RFP shall be subject to the terms of Bidding documents.

#### **2.4 Change in composition of the Consortium/ Joint Venture**

2.4.1 Change in the composition of a Consortium/ Joint Venture will not be permitted by the Authority subsequent to the submission of the Bid during the Bidding Process.

#### **2.5 Number of Bids and costs thereof**

The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. The Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

#### **2.6 Site visit and verification of information**

Bidders are encouraged to submit their respective Bids after visiting the Project site and ascertaining for themselves the site conditions, location, surroundings, climate, availability of power, water and other utilities, access to site, applicable laws and regulations, and any other matter considered relevant by them.

#### **2.7 Acknowledgement by Bidder**

2.7.1 It shall be deemed that by submitting the Bid, the Bidder has:

- a) made a complete and careful examination of the RFP;
- b) received all relevant information requested from the Authority;
- c) acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Bidding Documents or ignorance of any of the matters referred to in Clause 2.6 herein above shall not be a basis for any claim for compensation, damages, extension of time for performance of its obligations, loss of profits etc. from the Authority, or a ground for termination of the Agreement; and;
- d) agreed to be bound by the undertakings provided by it under and in terms hereof.

2.7.2 The Authority shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the RFP or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority.

#### **2.8 Right to accept or reject any or all Bids**

2.8.1 Notwithstanding anything contained in this RFP, the Authority reserves the right to accept or reject any Bid and to annul the Bidding Process and reject all Bids, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

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2.8.2 The Authority reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP or the Bidding Documents and the Bidder shall, when so required by the Authority, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification by the Authority shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of the Authority there under.

**2.9 Validity of Bid**

2.9.1 The Bid shall be valid for a period of not less than 180 (one hundred and eighty) days from the Bid Due Date. The validity of Bid may be extended by mutual consent of the respective Bidders and the Authority.

**2.10 Clarification**

2.10.1 Any queries/request for additional information concerning this RFP shall be submitted during the pre-bid meeting as per clause - 7. The Authority shall endeavour to respond to the queries within the period specified therein. The email shall clearly bear the following identification/ title:

"Queries/Request for Additional Information: RFP for engagement of an agency to carry out drone-based survey of properties falls in industrial areas under the jurisdiction of MCD areas for the purpose of tax assessment. The pre-bid queries should be submitted in the format specified below to be considered for response and they should be submitted in MS-Excel format. Pre-bid queries not submitted in the prescribed format shall not be responded to:

S. No.	Page No.	Part of RFP	Clause No.	Text provided in RFP	Clarification sought with justification, if any

2.10.2 The Authority may also on its own motion, if deemed necessary, provide interpretations and clarifications to all Bidders. All clarifications and interpretations issued by the Authority shall be deemed to be part of the RFP and shall be made available online. Verbal clarifications and information given by Authority or its employees or representatives shall not in any way or manner be binding on the Authority.

2.10.3 To facilitate evaluation of the Bids, the Authority may, at its sole discretion, seek clarifications from any Bidder regarding its Bid. Such clarification(s) may without prejudice includes clarifications with respect to minor deviations found in the Bid and shall be provided within the time specified by the Authority for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.

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2.10.4 If a Bidder does not provide clarifications sought under Clause 2.10.3 above within the prescribed time, its Bid shall liable to be rejected.

## 2.11 Language

The Bid and all related correspondence and documents in relation to the Bidding Process shall be in English language.

## 2.12 Format and signing of Bid

2.12.1 The Bidder shall prepare the Bid as specified in Clause 2. The Bidders shall submit both the Qualification Bid as well as the Financial Bid, along with all the Annexures thereto, on the e- Tender Portal. The Bidders shall only provide the Enclosures to the Bid mentioned in attached Annexure in hard copy format on or before the date and time mentioned in Clause 1.3. Each page of the soft copy of the Qualification Bid and the Financial Bid shall be duly signed by the authorized signatory Bidder. The Bidders shall complete the submission of their Bids by signing, upon uploading the Bid to the e- Tender Portal. In case of the Bidder being a Consortium/Joint Venture, the Lead Member shall sign each page of the Bid. All the alterations, omissions, additions or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.

## 2.13 Sealing and Marking of Bids

2.13.1a) The Bidder shall submit the Qualification Bid on the e-Tender Portal and upload the scanned version of the documents comprising the Enclosures of Bid (duly signed wherever required) on the e-Tender Portal. The Qualification Bid shall include.

- i. Forms regarding Bidder's details, eligibility, undertakings, etc. in the prescribed format at Annexure-3 (Letter comprising Bid), Annexure-6 and Annexure-7 (Details of Eligible Project) along with supporting documents (scanned copy should be uploaded).
  - ii. Bid Security Demand Draft / Bank Guarantee / Fixed Deposit Receipt and the Cover Letter for Bid Security in the format at Annexure-1 and Bank Guarantee for Bid Security in the format at Annexure-2 (Scanned Copy should be uploaded).
  - iii. Copy of Memorandum and Articles of Association.
  - iv. Copies of Bidder's duly audited balance sheet and profit and loss account for the last three financial years.
  - v. Power of Attorney for signing the Bid /Lead Member as per the format at Annexure-8 (scanned copy should be uploaded).
  - vi. Copy of the RFP Documents along with all amendments and clarifications, duly stamped and signed on each page by the Authorized Signatory of the Bidder.
- b) The Bidder shall separately upload the Technical Experience in the prescribed format at Annexure-9.
- c) Financial Bid in the format specified in Annexure-10 on the e- Tender Portal. The Bidder shall not under any circumstance submit the Financial Bid in hard copy. Any such hard copy submission of the Financial Bid shall lead to the Bid being declared as non-responsive.

2.13.2 The hard copy in original of the documents (Enclosures of the Bid) shall be submitted in on or before the date and time mentioned in Clause 1.3. Each page thereof, wherever applicable, shall be initialled in **blue ink** by the authorized signatory of the Bidder. This shall be placed in an envelope and marked as "Enclosures of Bid". There shall be no Financial Bid along with "Enclosures of Bid". In the event of any discrepancy between the online submitted version and hard copy of the Enclosures of Bid, the soft copy uploaded on the portal shall prevail.

2.13.3 The Envelope specified in Clause 2.13.2 shall be submitted at the location mentioned below on any working day i.e. Monday to Friday excluding public holidays before 1500 hrs (Indian Standard Time) on or before the Bid Due Date for each Bid.

Sh. Rajendra Singh, Jt. A&C, HQ-1,  
Municipal Corporation of Delhi,  
Assessment & Collection Department  
19th Floor, Dr. Shyama Prasad Mukherjee Civic Centre  
Jawaharlal Lal Nehru Marg, Minto Road, New Delhi - 110002

2.13.4. If the envelope specified in Clause 2.12 & 2.13 are not sealed and marked as instructed above, the Authority assumes no responsibility for the misplacement or premature opening of the contents of the Bid and consequent losses, if any, suffered by the Bidder. Bids submitted by fax, telex, telegram or e-mail shall not be entertained and shall be rejected.

#### 2.13.5 Content of Bid:

- a) The Qualification Bid for the Project shall be furnished in the formats provided under Annexure-1 to Annexure-8.
- b) The Financial Bid for the Project shall be furnished online only, subject to and in accordance with terms of this RFP, as per the format at Annexure - 10 enclosed hereto.
- c) Generally, for a Project, the Preferred Bidder shall be the Selected Bidder, subject to the terms of this RFP.
- d) The opening of Bids and acceptance thereof shall be substantially in accordance with this RFP.

#### 2.14 Late Bids

Bids that are not received by the Authority on or before the specified time(s): namely (a) online by the Bid Due Date; and (b) hard copy by the specified day and time as mentioned in Clause 1.4 shall not be eligible for consideration and shall be summarily rejected. Online submission would not be possible beyond the time specified in the Clause 1.3 of this RFP. Further, any hard copy submission of the Enclosures of Bid after the time and date mentioned in Clause 1.4 shall result in the bid being summarily rejected and returned unopened even if submitted online on time.

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Assessment & Collection Dept., MCO  
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J.L. Nehru Marg, New Delhi-110002

## 2.15 Modifications/ substitution/ withdrawal of Bids

2.15.1 No bidder shall be allowed to modify, substitute or withdraw its Bid after submission of bids on or after the Bid Due Date on the website.

## 2.16 Bid Security & the Performance Security

2.16.1 The Bidder shall furnish as part of its Bid, a bid security worth INR 9,00,000/- (INR Nine Lakhs only) (the "Bid Security"). The Authority shall not be liable to pay any interest on the Bid Security deposit so made and the same shall be interest free. Performance security shall be 3% of project cost and the same shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations by the bidder. However, in case of extension of time of the project, the vendor will be required to submit a Performance Bank Guarantee/ Performance Security for the value equal to 3% of the total cost of the project for the extended time period.

2.16.2 Any Bid not accompanied by the Bid Security shall be summarily rejected by the Authority as non-responsive.

2.16.3 The Bid Security of eligible bidders will be refundable not later than 180 (one hundred and eighty) days from the Bid Due Date.

2.16.4 The selected Bidder's Bid Security shall be retained till it has provided a Performance Security in accordance with the provisions in the Agreement.

2.16.5 The Authority shall be entitled to forfeit and appropriate the Bid Security as Damages inter-alia in any of the events specified in Clause 2.16.6 herein below. The Bidder, by submitting its Bid pursuant to this RFP, shall be deemed to have acknowledged and confirmed that the Authority will not suffer loss and damage on account of withdrawal of its Bid or for any other default by the Bidder during the period of Bid Validity as specified in this RFP. Exemptions in the bids security shall be granted on production of MSEs Certificates.

2.16.6 The Bid Security shall be forfeited as Damages without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or under the Agreement, or otherwise, under the following conditions:

- a. If the Qualification Bid and Technical Proposal are found to be non-responsive, the Bid shall be rejected and the Bid Security shall be returned but if the Financial Bid is found to be non-responsive, the Bid Security shall be forfeited;
- b. If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified in Section 6 of this RFP;

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- c. If a Bidder withdraws its Bid during the period of Bid Validity as specified in this RFP and as extended by mutual consent of the respective Bidder(s) and the Authority;
- d. In the case of selected Bidder, if it fails within the specified time limit -  
to sign and return the duplicate copy of LOA;  
to sign the Agreement;  
to furnish the Performance Security within the period prescribed thereof in the LOA or Agreement, as the case may be.  
In case the Selected Bidder(s), having signed the Agreement, commits any breach thereof prior to furnishing the Performance Security.

2.16.7 The Bid Security of Bidders whose Bid is rejected on account of not meeting the Minimum Eligibility Criteria will be returned/refunded within a period of 60 (sixty) days from the date of intimating the rejection of the proposal by Authority to the Bidder.

### 2.17 Opening and Evaluation of Bids

2.17.1 The Authority shall open the Qualification Bids on the Due Date and time as specified in Clause 1.4.

2.17.2 Bids for which a notice of withdrawal has been submitted shall not be opened.

2.17.3 The Authority will subsequently examine and evaluate Qualification Bids in accordance with the provisions set out in Section 3. To facilitate evaluation of Qualification Bid, the Authority may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Qualification Bid.

2.17.4 Any information contained in the Bid shall not in any way be construed as binding on the Authority, its agents, successors or assigns, but shall be binding against the Bidder if the Project is subsequently awarded to it on the basis of such information.

2.17.5 Financial Bids of the Technically Qualified Bidder which have been accepted for opening by the Authority, shall be opened online on the e-Tender Portal. The financial evaluation of Financial Bids will be carried out based on information furnished in the Financial Bids.

## 3. Eligibility Application

### 3.1 Evaluation parameters (Eligibility Criteria)

3.1.1. **Technical Bid qualification Criteria:** The Bidder shall have to fulfil following minimum eligibility criteria/conditions for technical bid qualification:

#### A. Technical Capacity:

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- (i) The Bidder should have executed **One (01) Work Order of cost of 80% of the estimated cost of project** for large scale of areal (drone) imagery surveys in metropolitan cities/ urban local bodies of India for any Government or Semi Government Agency.

OR

- The Bidder should have successfully executed **Two (02) Work Order each cost of 50% of the estimated cost of project** for large scale of areal (drone) imagery surveys in metropolitan cities/ urban local bodies of India for any Government or Semi Government Agency.

OR

The Bidder should have successfully executed **Three (03) Work Order each of cost of 40% of the estimated cost of project** for large scale of areal (drone) imagery surveys in metropolitan cities/ urban local bodies of India for any Government or Semi Government Agency.

- (ii) The Bidder should have in its own name licensed fixed winged male drones capable of covering large area in single flight for any Government or Semi Government Agency.
- (iii) The Bidder should have prepared base map using oblique images captured by drone and should have carried out property/building tax survey of minimum 1 lakh properties (in single order) of a City for any Government or Semi Government Agency for property tax assessment.
- (iv) The Bidder should have experience of preparation of reality model of large urban areas in metropolitan settings in India for any Government or Semi Government Agency.

#### B. Financial Capacity:

- i. The Bidder should have average annual turnover of Rs. 3.00 Crores (Three Crores Only) in the last three financial years.
- ii. The Bidder should have Positive Net Worth during the last three financial years.
- 
- iii. The Bidder should be profit making company in all the last five financial years

C. Others: In addition to the Technical and Financial capacity as mentioned above, the bidder should also have fulfil the following for technical qualification -

- (i) The bidder should be registered under the Companies Act, 2013,
- (ii) The bidder should have Permanent Account Number (PAN) of the bidder from Income Tax authorities.
- (iii) The bidder shall have valid GSTIN registration certificate

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The bidders shall have to submit the supportive documents mandatorily.

### 3.2 Technical Capacity for the purposes of Evaluation

To support the criteria the Bidder shall submit Work Orders, Certificate(s) issued by the Client(s).

### 3.3 Financial information for the purpose of evaluation

3.3.1 For the purpose of this RFP document, Net Worth is defined as: "The aggregate value of the paid-up share capital and all reserves created out of the profits and securities premium account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited balance sheet, but does not include reserves created out of revaluation of assets, write-back of depreciation and amalgamation."

### 3.4 Details of Experience

3.4.1 The Bidders must provide the necessary information relating to Eligibility as per Annexure-7, which shall include the following:

Performance certificate(s) from the concerned client (s) along with a Work Orders, Completion Certificates, etc. stating the eligibility criteria, as the case may be, during past 3 financial years in respect of the projects specified in Clause 3.1.

3.4.2 The Bidders must provide the necessary information relating to Financial Capacity as per Annexure-5 (A), which shall include the following:

- a) Certificate(s) from its statutory auditors specifying the net worth of the Bidder, as at the closing of the preceding financial year,
- b) Audited Annual Reports of the Bidder (of each Member in case of a Consortium/ Joint Venture) for the last financial year, preceding the year in which the Bid is made.

In case the annual accounts for the latest financial year are not audited and therefore the Bidder cannot make it available, the Bidder shall give an undertaking to this effect and the statutory auditor shall certify the same. In such a case, the Bidder shall provide the Audited Annual Reports for 1 (one) year preceding the year for which the Audited Annual Report is not being provided.

### 3.5 Evaluation of the Technical Proposal

3.5.1 Technical proposal will be evaluated based on the parameters given in Para 3.1.1.

3.5.2 The Financial bids of those bidders will be opened who will fulfil the technical criteria.

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3.5.3 For evaluation of the Technical & Financial bid, a committee will be constituted.

#### 4. Financial Offer

##### 4.1 Evaluation of the Financial Offer

The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfill its obligations as per the TOR within the total quoted price.

The bidder who will quote minimum rate per property will be declared as successful L-1 bidder.

In case, more than one bidder quote the same price, the successful bidder shall be decided based on higher properties surveyed.

In the event that the Preferred Bidder withdraws or is not selected for any reason in the first instance, the Authority may invite the next preferred Bidders, as the case may be, to re-validate or extend its respective Bid Security, as necessary, and match the Bid of the aforesaid Preferred Bidder.

After selection, a Letter of Award (the "LOA") shall be issued, in duplicate, by the Authority to the Selected Bidder and the Selected Bidder shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Selected Bidder is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the Bid Security of such Bidder as Damages on account of failure of the Selected Bidder to acknowledge the LOA, and the next eligible Bidder may be considered.

After acknowledgement of the LOA as aforesaid by the Selected Bidder, the Selected Bidder shall not be entitled to seek any deviation, modification or amendment in the Agreement.

#### 5. Fraud and Corrupt Practices

5.1.1 The Bidders including consortium members/ joint venture or their Associate and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, the Authority may reject a Bid without being liable in any manner whatsoever to the Bidder if it determines that the Bidder including consortium/ joint venture members or their Associate has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in any form.

5.1.2. In this regard, following terms shall have the meaning hereinafter respectively assigned to them:

- a) **"corrupt practice"** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly, with the Bidding Process or the LOA or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Authority, shall be deemed to constitute influencing the actions of a person connected with the Bidding Process);
- b) **"fraudulent practice"** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;
- c) **"coercive practice"** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Bidding Process;
- d) **"undesirable practice"** means (i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
- e) **"restrictive practice"** means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

## 6. Penalty Clauses

In case of delay in execution/ completion of the project beyond the stipulated time schedule as given in the Scope of Work of RFP, the penalties shall be imposed on the bidder in the following manner:

(i) — In case of delay of 15 days' in completion of project beyond the stipulated time schedule, a penalty @ 3% of the total project cost will be imposed.

(ii) In case of delay of 30 days' in completion of project beyond the stipulated time schedule, a penalty @ 5% of the total project cost will be imposed.

(iii) In case of delay of 45 days' in completion of project beyond the stipulated time schedule, a penalty @ 7% of the total project cost will be imposed.

**7. Pre-Bid Meeting**

- 7.1.1 Pre-Bid Meeting(s) of the interested parties shall be convened at the designated date, time and place, as mentioned in the NIT. A maximum of 2 (two) representatives of each Bidder shall be allowed to participate on production of authority letter from the Bidder.
- 7.1.2 During the course of Pre-Bid Meeting, the Bidders will be free to seek clarifications and make suggestions for consideration of the Authority. The Authority shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process.

  
18/04/23

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Assessment & Collection Deptt., MCD  
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ANNEXURES

16/04/23

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Assessment & Collection Deptt., MGD  
140<sup>th</sup> Floor, E-1 Block,  
Dr. S.P. Mukharjee Civic Center  
J.L. Nehru Marg, New Delhi-110002

**Annexure-1**

**Cover Letter for Bid Security**

(To be forwarded on the letterhead of the Bidder/ Lead Member of Consortium/ Joint Venture)

Ref. Date:

To,

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

Please find enclosed a demand draft / bank guarantee no. \_\_\_\_ dated \_\_\_\_\_ amounting to \_\_\_\_\_ drawn in favour of MCD towards Bid Security for the project carrying out drone based survey of properties in industrial areas coming under the jurisdiction of Municipal Corporation of Delhi for the purpose of tax assessment

Thanking you,

Yours faithfully,

(Signature, name and designation of the Authorized Signatory)

For and on behalf of

\_\_\_\_\_

18/09/23

**RAJENDRA SINGH**  
Jt. Assessor & Collector (HQ)  
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## Annexure-2

### Bank Guarantee for Bid Security

B.G. No.

Dated:

1. In consideration of you, MCD, (hereinafter referred to as the "Authority", which expression shall unless it be repugnant to the subject or context thereof include its successors and assigns) having agreed to receive the Bid of (a company registered under the Companies Act, 1956/2013) and having its registered office at ..... (and acting on behalf of its Consortium/ Joint Venture) (hereinafter referred to as the "Bidder" which expression shall unless it be repugnant to the subject or context thereof include its/their executors, administrators, successors and assigns), for drone based survey of properties in industrial areas for the purpose of tax assessment coming under the jurisdiction of Municipal Corporation of Delhi (hereinafter referred to as "the Project") pursuant to the RFP Document dated \_\_\_\_\_ issued in respect of the Project and other related documents (hereinafter collectively referred to as "Bidding Documents"), we (Name of the Bank) having our registered office at ..... and one of its branches at (hereinafter referred to as the "Bank"), at the request of the Bidder, do hereby in terms of Clause 2.16 of the RFP Document, irrevocably, unconditionally and without reservation guarantee the due and faithful fulfilment and compliance of the terms and conditions of the Bidding Documents (including the RFP Document) by the said Bidder and unconditionally and irrevocably undertake to pay forthwith to the Authority an amount of ..... ( ) (hereinafter referred to as the "Guarantee") as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder if the Bidder shall fail to fulfil or comply with all or any of the terms and conditions contained in the said Bidding Documents.
2. Any such written demand made by the Authority stating that the Bidder is in default of the due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents shall be final, conclusive and binding on the Bank.
3. We, the Bank, do hereby unconditionally undertake to pay the amounts due and payable under this Guarantee without any demur, reservation, recourse, contest or protest and without any reference to the Bidder or any other person and irrespective of whether the claim of the Authority is disputed by the Bidder or not, merely on the first demand from the Authority stating that the amount claimed is due to the Authority by reason of failure of the Bidder to fulfil and comply with the terms and conditions contained in the Bidding Documents including failure of the said Bidder to keep its Bid open during the Bid validity period as set forth in the said Bidding Documents for any reason whatsoever. Any such demand made on the Bank shall be conclusive as regards amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding ..... ( ).
4. This Guarantee shall be irrevocable and remain in full force for a period of 180 (one hundred and eighty) days from the Bid Due Date exclusive of a claim period of 90 (ninety) days or for such extended period as may be mutually agreed between the Authority and

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- the Bidder, and agreed to by the Bank, and shall continue to be enforceable till all amounts under this Guarantee have been paid.
5. We, the Bank, further agree that the Authority shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents including, inter-alia, the failure of the Bidder to keep its Bid open during the Bid validity period set forth in the said Bidding Documents, and the decision of the Authority that the Bidder is in default as aforesaid shall be final and binding on us, notwithstanding any differences between the Authority and the Bidder or any dispute pending before any Court, Tribunal, Arbitrator or any other Authority.
  6. The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder or the Bank or any absorption, merger or amalgamation of the Bidder or the Bank with any other person.
  7. In order to give full effect to this Guarantee, the Authority shall be entitled to treat the Bank as the principal debtor. The Authority shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee from time to time to vary any of the terms and conditions contained in the said Bidding Documents or to extend time for submission of the Bids or the Bid validity period or the period for conveying acceptance of Letter of Award by the Bidder or the period for fulfilment and compliance with all or any of the terms and conditions contained in the said Bidding Documents by the said Bidder or to postpone for any time and from time to time any of the powers exercisable by it against the said Bidder and either to enforce or forbear from enforcing any of the terms and conditions contained in the said Bidding Documents or the securities available to the Authority, and the Bank shall not be released from its liability under these presents by any exercise by the Authority of the liberty with reference to the matters aforesaid or by reason of time being given to the said Bidder or any other forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Bidder or its absorption, merger or amalgamation with any other person or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of releasing the Bank from its such liability.
  8. Any notice by way of request, demand or otherwise hereunder shall be sufficiently given or made if addressed to the Bank and sent by courier or by registered mail to the Bank at the address set forth herein.
  9. We undertake to make the payment on receipt of your notice of claim on us addressed to [name of Bank along with branch address] and delivered at our above branch which shall be deemed to have been duly authorized to receive the said notice of claim.
  10. It shall not be necessary for the Authority to proceed against the said Bidder before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank, notwithstanding any other security which the Authority may have obtained from the said Bidder or any other person and which shall, at the time when proceedings are taken against the Bank hereunder, be outstanding or unrealized.
  11. We, the Bank, further undertake not to revoke this Guarantee during its currency except with the previous express consent of the Authority in writing.
  12. The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorized and has full power to execute this Guarantee for and on behalf of the Bank.

*P 18/04/23*  
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Assessment & Collection Deptt., MCD  
14th Floor, 4-1 Block  
Dr. S.P. Mukherjee Civic Center  
J.L. Nehru Marg, New Delhi-110002

Signed and Delivered by..... Bank

By the hand of Mr./Ms. ...., its..... and authorized official.

(Signature of the Authorized Signatory)

*18/09/23*

**RAJENDRA SINGH**  
Jt. Assessor & Collector (HQ)  
Assessment & Collection Deptt., MCD  
14th Floor, E-1 Block,  
Dr. S.P. Mukherjee Civic Center  
J.L. Nehru Marg, New Delhi-110002

**Annexure-3**

**Letter Comprising the Bid**

Dated:

To,

Dear Sir,

**Sub: Bid for Engagement of an agency to carry out for drone based survey of properties falls in industrial areas under the jurisdiction of Municipal Corporation of Delhi for the purpose of tax assessment.**

With reference to your RFP document dated \*\*\*\*\* I/we, having examined the Bidding Documents and understood their contents, hereby submit my/our Bid for the aforesaid Project. The Bid is unconditional and unqualified.

1. I/ We acknowledge that the Authority will be relying on the information provided in the Bid and the documents accompanying the Bid for selection of the Agency for the aforesaid Project, and we certify that all information provided therein is true and correct; noting has been omitted which renders such information misleading; and all documents accompanying the Bid are true copies of their respective originals.
2. I/ We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Bid.
3. I/ We acknowledge the right of the Authority to reject our Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
4. I/ We certify that in the last three years, we/ any of the Consortium Members/ Joint Venture or our/ their Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or

All blank spaces shall be suitably filled up by the Applicant to reflect the particulars relating to each Applicant.

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18/04/23

arbitration award against the Bidder, Consortium Member/ Joint Venture or Associate, as the case may be, nor has been expelled from any project or contract by any public entity nor have had any contract terminated by any public entity for breach by such Bidder, Consortium Member/ Joint Venture or Associate.

5. I/ We certify that we/ any of the Consortium Members/ Joint Venture or Associate as on the Bid Due Date, are not black-listed or debarred or suspended for business for any similar work by the Central/ any State Government, any Urban Local Bodies, or any entity controlled by them from participating in any project.

6. I/ We declare that:

(a) I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and

(b) I/ We do not have any conflict of interest in accordance with Clauses 2.2.1 (b) of the RFP document; and

(c) I/ We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in Section 5 of the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

7. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders.

8. I/ We believe that we/ our Consortium/ Joint Venture satisfy(s) the Net Worth criteria and meet(s) the requirements as specified in the RFP document.

18/04/23

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9. I/ We declare that we/ any Member of the Consortium/ Joint Venture, or our/ its Associates are not a Member of a/ any other Consortium/ Joint Venture submitting a Bid for the Project.
10. I/ We certify that in regard to matters other than security and integrity of the country, we/ any Member of the Consortium/ Joint Venture or any of our/ their Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
11. I/ We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
12. I/ We understand that the Successful Bidder is a Company incorporated under the Indian Companies Act, 1956/Companies Act, 2013.
13. I/We have read the clause regarding restrictions on procurement from a bidder within the country, I/We certify that this bidder is within the country.
14. I/ We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the above-mentioned Project and the terms and implementation thereof.
15. In the event of my/ our being declared as the Selected Bidder, I/we agree to enter into a Agreement in accordance with the draft that has been provided to me/ us prior to the Bid Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
16. I/ We have studied all the Bidding Documents carefully and also surveyed the [project site].
17. I/ We offer a Bid Security of Rs.\*\*\*\*\* (Rupees \*\*\*\*\* only) to the Authority in accordance with the RFP Document.
18. The Bid Security in the form of a Demand Draft/ Bank Guarantee (strike out whichever is not applicable) is attached.

18/04/23  
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Assessment & Collection Dept., MCD  
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J.L. Nehru Marg, New Delhi-110002

19. I/ We agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I/we shall have any claim or right of whatsoever nature if the Project is not awarded to me/us or our Bid is not opened or rejected.

20. The Quoted Amount has been quoted by me/us after taking into consideration all the terms and conditions stated in the RFP, our own estimates of costs and after a careful assessment of the site and all the conditions that may affect the project cost and implementation of the project.

22. I/ We agree and undertake to abide by all the terms and conditions of the RFP document.

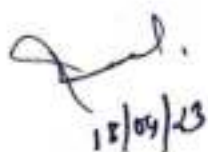
23. I/ We, the Consortium Members/ Joint Venture agree and undertake to be jointly and severally liable for all the obligations until signing of the Agreement.

24. I/ We shall keep this offer valid for 180 (one hundred and eighty) days from the Bid Due Date specified in the RFP.

In witness thereof, I/we submit this Bid under and in accordance with the terms of the RFP document.

Yours faithfully  
(Signature, name and designation of the Authorized signatory)  
Name and seal of Bidder/Lead Member

Date:  
Place:

  
15/04/23

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Annexure - 4

ANTI-COLLUSION CERTIFICATE

We hereby certify and confirm that in the preparation and submission of our Bid for the Project titled [Project Name] we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Bid.

Dated this ..... Day of ....., 20\*\*

.....  
(Name of the Bidder1)

.....  
(Signature of the Authorized Person)

.....  
(Name of the Authorized Person)

Note:

1. To be executed as Affidavit on a Stamp Paper of Rs. 100/- duly notarized
2. To be executed by all members separately in case of Consortium/ Joint Venture

18/04/23

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**Annexure - 5**

**UNDERTAKING**

We hereby certify and confirm that the entity/ all the members of the consortium/ Joint Venture is/ are carrying out business fairly, honestly and openly. The entity/ any person related to the entity has never offer, pay, promise or authorize to pay money, gifts or anything of value, including but not limited to bribes, entertainment, facilitation payments, kickbacks or any benefit, directly or indirectly, to any person or company whether a public official or private person or company, in order to improperly secure or retain any business or to obtain, retain or secure an improper advantage in the conduct of any business.

We also confirm that neither the entity nor any personal related to the entity is black listed / debarred / suspended for business for any similar work by the Central / any State Government, any Urban Local Bodies, or any entity controlled by them from participating in any project as on date of opening of the bids.

We also confirm that neither the entity nor any person related to the entity is involved in any such activity as specified in the RFP which may lead to termination/ disqualification from this bidding process.

We declare that we have not concealed any information or given any wrong information, and if we had our bid shall be liable to be disqualified.

Dated this ..... Day of ....., 20\*\*

(Name of the Bidder)

(Signature of the Authorized Person)

(Name of the Authorized Person)

Note:

1. To be executed as Affidavit on a Stamp Paper of Rs. 100/- duly notarized
2. To be executed by all the members of the consortium/ Joint Venture separately

18/04/23

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**Annexure- 5 (A)**

**Financial Capacity as specified under Clause 3.1.1 (b)**

- (i) Certificate(s) from its statutory auditors specifying the net worth of the Bidder, as at the closing of the preceding financial year,
- (ii) Audited Annual Reports of the Bidder (of each Member in case of a Consortium/ Joint Venture) for the last financial year, preceding the year in which the Bid is made.

18/04/23

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## Annexure-6

### Details of Bidder

#### Details of Bidder

1. (a) Name:  
(b) Country of incorporation:  
(c) Address of the corporate headquarters and its branch office(s), if any, in India  
(d) Date of incorporation and/ or commencement of business:
  
2. Brief description of the Company including details of its main lines of business and proposed role and responsibilities in this Project:
  
3. Details of individual(s) who will serve as the point of contact/ communication for the Authority:
  - (a) Name:
  - (b) Designation
  - (c) Company:
  - (d) Address:
  - (e) Telephone Number:
  - (f) E-Mail Address:
  - (g) Fax Number:
  
4. Particulars of the Authorized Signatory of the Bidder:
  - (a) Name:
  - (b) Designation:
  - (c) Address:
  - (d) Phone Number:
  - (e) Fax Number:

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## Annexure-7

### Details of Eligible Projects

#### A. Evaluation of Technical Capacity

1. ....

#### Details of Eligible Projects

Name of the Bidder: \_\_\_\_\_

#### Instructions:

1. The Project cited must comply with the eligibility criteria specified in the RFP. Information provided in this section is intended to serve as a back-up for information provided in the Bid.

Assignment name:	Approx. value of the contract (in currency INR):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in currency in INR):
Start date (month/year): Completion date (month/year):	No of professional staff-months provided by associated agency:
Name of associated agency, if any:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

2. A separate sheet should be filled for each Eligible Project.
3. Experience for any activity relating to an Eligible Project shall not be claimed by two or more Members of the Consortium/ Joint Venture. In other words, no double counting by a consortium/ Joint Venture in respect of the same experience shall be permitted in any manner whatsoever.

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**Annexure-8**  
**Power of Attorney for signing of Bid**

(To be executed on Stamp paper of INR 100 (INR Hundred) or of appropriate value)

Know all men by these presents, We,..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr. / Ms. (Name) \_\_\_\_\_, son/daughter/wife of \_\_\_\_\_ and presently residing at \_\_\_\_\_, who is presently employed with us/ the Lead Member of our Consortium/ Joint Venture and holding the position of \_\_\_\_\_, as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the Project -carrying out for drone based survey of properties for the purpose of tax assessment coming under the jurisdiction of Municipal Corporation of Delhi, being developed by MCD (the "Authority") including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders' and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Project and/or upon award thereof to us and/or till the entering into of the Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

For.....  
(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Accepted

Notarized

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

**Notes:**

- i. *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 executants (s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure*
- ii. *Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders resolution/ power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*

18/04/23

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## Annexure-9

### Details of Technical Experience

**Instruction:**

1. Bidders are expected to provide information in respect of each Qualified Project on separate sheets. The projects cited must comply with the criteria specified in Clause 3.1.1(a) of the RFP. Information provided in this section is intended to serve as a backup for information provided in the Bid.
2. Certificate from the Client (on the letter head of the Client) must be furnished as per formats below for each Project proposed for Technical Qualification. The Bidder may suitably modify the Certificate template to capture the relevant project information.
3. It may be noted that in the absence of any detail in the above certificates, the information would be considered inadequate and could lead to exclusion of the relevant project in consideration from Technical Evaluation.

**Details of Projects**

**Table - 1.1:**

Name of the Bidder: \_\_\_\_\_

Assignment name:	Approx. value of the contract (in currency INR):
Country: _____ Location within country: _____	Duration of assignment (months):
Name of Client:	Total No. of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in currency in INR):
Start date (month/year): Completion date (month/year):	No of professional staff-months provided by associated agency:
Name of associated agency, if any:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

**Instructions:**

1. Bidders are expected to provide information in respect of each Eligible Project in this Annexure.

*18/04/23*

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2. The Project cited must comply with the eligibility criteria specified in the RFP. Information provided in this section is intended to serve as a back-up for information provided in the Bid.
3. A separate sheet should be filed for each Eligible Project.
4. Experience for any activity relating to an Eligible Project shall not be claimed by two or more Members of the Consortium/ Joint Venture. In other words, no double counting by a consortium/ Joint Venture in respect of the same experience shall be permitted in any manner whatsoever.
5. Work orders and Completion certificates must be furnished by the Bidders for each project, which is to be claimed for Technical Experience.
6. Certificate for Satisfactory Performance from respective clients must also be furnished as per format below for each Project.

18/04/23

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**Annexure-10**

**Format for Financial Bid**

(To be submitted online only, no hard copy submission- this format is indicative only)

To, [\*\*\*\*\*  
\*\*\*\*\*]

Dear Sir,

**SUBJECT: FINANCIAL BID - Engagement of an agency to carry out for drone based survey of properties fall under for the purpose of tax assessment coming under the jurisdiction of Municipal Corporation of Delhi.**

Dear Sir,

With reference to the invitation to Bid No. .... Dated..... for the above-mentioned tender, we hereby offer our unit rates as per the scope of work mentioned in the bid documents. We understand that the Municipal Corporation of Delhi is not bound to accept the lowest offer and reserves the right to reject any or all offers without assigning any reason. The financial rates are detailed as under (the bidders are free to provide this information in a supplementary sheet).

S. No.	Description	Quantity	Amount in Rs. (excluding taxes, if any)  (In figures & words)	Amount in Rs. (Inclusive of all taxes)  (In figures & words)
1	Engagement of an agency to carry out for drone-based survey of properties for the purpose of tax assessment coming under the jurisdiction of Municipal Corporation of Delhi.	Per Property		

10/04/23

## Annexure-11

### Scope of Work

#### PROCESS DESIGN AND DEVELOPMENT

Each bidder must go through the following before preparing the response to the technical bid documents.

- Provisions related to property tax in the Delhi Municipal Corporations Act as amended from time to time (the bidder may procure a copy of the same from book stores in market).
- The bidders are free to visit property tax office of Municipal Corporation of Delhi to see how people come and complete formalities related to payment of property tax.

The successful bidder shall review the current / proposed practice of assessment of properties, including assessment criteria, data collection and rates fixed by Municipal Corporation of Delhi.

**Estimate Cost of the project:** Not exceeding Rs. 3.00 Crore excluding all taxes and statutory dues.

#### Detailed Of Scope of Work

**Estimated properties for survey:** 30,000 (The land/vacant plot encroached by Jhuggis will not be counted under the number of properties). Number of properties/units may be increased or decreased to the factor of 20% as per the requirement of the Department.

1. Capturing Drone Image (in allowable flying zones as per DGCA).
1. The selected agency, on behalf of MCD, shall capture oblique high resolution imagery using licensed UAV (drone) of less than 5 cm resolution and process the image to create 3D reality model, digital surface model, as per the tender and process the image on GIS applications for geo referencing for further uses. The MCD shall provide the letters and sign the relevant forms for obtaining permissions to fly drone and capture images from the Competent Authorities.
2. Deliverables:
  - Geo enabled High resolution image of less than 5 cm resolution surface model geospatial data in hard drive.
  - Base Map using the above image.
  - 3D reality model of the properties to be assessed along with the immediate surrounding area
2. Zonal Offices Jurisdiction wise door to door Enumeration and Numbering of properties (Lands & Buildings).

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1. The selected agency shall assist to carrying out the capture of attributes required for the property tax assessment including enumeration and listing of owners/occupiers of each property.
  - Demarcation of existing zonal jurisdiction ward boundaries or revised revenue wards boundaries if any.
  - Municipal boundaries demarcation on the Drone or satellite or MRSAC image of corporation limits as directed by Municipal Corporation shall be done by the agency.
  - It shall be ensured by the agency that no property shall be left unregistered for the purpose of property taxation during the door to door spot numbering.
  - The sequential Unique geo-coded property identification Number (UPIN) shall be done with ward wise numbering and shall be marked on every property by permanent marker/oil paint on external visual places and such register of properties shall be prepared mentioning all old municipal old registered information for comparison and identifying changes of occupier, names and use.
  - While surveying properties, the following documents may be used for address proof - any utility bill i.e. Electricity Bill, Telephone Bill, Water Bill, LIC Policy Document or any Government Document, a copy of which has to be provided by the owner / occupant.
  - The data captured shall be primary data (no secondary data shall be acceptable) involving physical survey of the unit and recording relevant and material parameters for calculation of Annual Value and applicable Property Tax as well as rebates, if any.
  - The bidder may be liable for any information collected during field survey and it is expected that the Agency takes due care and diligence to capture the correct data.
  - In case the owner / occupier / tax payer is not present or non-cooperative at the time of survey, survey of such properties from outside and take note of data given by sources as approved by the MCD and mention the reference of the information provider for such unattended properties in the survey. In such case a defaulter list shall be prepared which shall be published online by the MCD and such persons shall have to come in person to the Municipal Corporation of Delhi to comply with all requirements related to the Project within 30 days or else the assessment done by MCD shall be final and binding. That the Municipal Corporation of Delhi /Agency appointed on its behalf shall in no way be responsible for any errors in data for such properties as the basis of information is observation and approximation. However, the agency shall make best effort to collect such data as accurately as possible. Municipal Corporation of Delhi may verify such data and claims.
  - In addition, during survey of each property, details of properties which have commercial / professional activities have to be recorded in the survey form along with the covered area under such occupation.
  - Photographs of properties from outside - Building or vacant land must be such that the properties are clearly identifiable. A photograph of a property should be linked with all the assessable units in it, their relevant and material parameters and AVs and various documents mentioned before.
  - The survey data generated, over and above real time / batch transfer to the central server, shall be handed to the Nodal Officer / authorized officer of the Municipal Corporation of Delhi within the time period as agreed by MCD
  
2. The selected agency shall provide services for
  - Identification of un-assessed properties.
  - Partially / Under assessed old properties and
  - Newly constructed properties by on spot verifying old municipal registers.

- Prepare separate lists of such properties. Such un-assessed properties shall be sequentially numbered.
3. The selected agency assist for providing door to door property registration drive and allot unique property numbers for quick reference to ensure all properties are covered under property tax net with Geo tagging on the aerial image.
  4. All the open Layouts may be numbered at the end of ward and the last serial number may be followed by the selected agency. Or will give oblique number to the main number where the plot situated. However, the open plots between the continued properties will be numbered serially.
  5. In case of properties having commercial/residential units partly or fully (e.g. Commercial complex, Flat Systems, Multiple uses, row houses, townships occupier Units) any one or all the units will be numbered as oblique number or Main number whichever shall be deemed appropriated to the selected agency.
  6. All the case paper and digital photographs shall be prepared and assessed separately, irrespective of the owner is one or different. Same procedure will be followed for flat systems, society common areas, Government quarters or offices or multiple rented units in residential or commercial properties.
  7. The selected agency shall in consultation of Hon Commissioner shall design, generate and allot The Unique geo-coded property identification Number (UPIN) to all properties. These UPIN may be linked to further process and assessment.
  8. MCD shall issue time to time public or individual notice and advertisement as required by selected agency to all property holders, societies, occupiers and Layout owners for requesting to cooperate with in the all surveying team.
  9. If the ownership details for the plot, flats, building is not available with the MCD, the property shall be entitled and registered as 'The Holder' for assessment of taxes.
  10. In case of properties having commercial and or residential units partly or fully (e.g. Apartments, Commercial complex where multiple shops are included in a buildings, Flats, Multiple uses and occupiers Units), a single property identification code shall be generated and allotted to the buildings and all such separate shops, offices, flats, society common areas, separate shops in malls, separates industrial units in the industries, Government offices, will be allotted as oblique number to each separate unit. All the case paper, survey, plan, data entry and digital photographs, notice of taxes, bills etc. shall be prepared and assessed separately, irrespective of the owner is one or different. If for any or assessment purpose, such properties need signal combined bills or notices, selected agency shall make provisions in software for generation of common bill /notices. For the purpose of accounting of contract amount and billing of the selected agency, all the oblique numbers will be counted as 'a unit Property' for counting number of properties.
  11. Municipal Corporation intent to verify on spot the existing registered properties during door to door on site actual numbering and registration of properties. The selected agency should assist Municipal Corporation to identify those properties which are registered on municipal records but are not present on actual site or have been registered multiple times.
  12. All Those properties which actually exist on the site should only be registered and numbered during the survey work for the purpose of property taxation along with geo tag photograph of the properties.

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### 13. Deliverables:

- List of sequentially numbered identified un-assessed, partially assessed properties while numbering.
- List of Newly constructed properties by on spot verifying old municipal registers.
- The list and details of properties where ownership details for the plot, flats, building is not available with the MCD.
- Data of entire activity.

### 3. Providing services for assisting Municipal Corporation for survey of all properties (lands & buildings) for tax assessment within the limit of MCD

1. The selected agency shall have right to enter any property during working hours including Sundays and holidays for the contract purpose on behalf of Municipal Corporation with consent of the occupier. The selected agency may, if required, re-enter any property for the purpose of re-verification or checking the data.
2. Surveying team will request the property holders for the measurement of the property from inside to secure maximum and correct details of the survey. However, if property owner/holder refuses to measure the property anyway, survey team shall visit the property again. If during such visit also property occupier refuses for measurement, Surveying team will have right to enter the visibly approximate construction areas and uses into the surveying form.
3. The selected agency shall capture all revised and relevant details required for assessing the property tax.
4. MCD understand that internal changes of walls and furniture does not change overall taxable area, so it shall not be mandatory to measure each similar units. The selected agency shall ensure change in parameters relevant to taxes if any and shall take note in the survey if found. For type Individual and Major Building and its similar properties, both parties will request the property holders for the measurement of the property from inside to secure maximum and correct details of the survey. The Survey Agency alternately may electronically transmit the data surveyed to the holder / occupier / owner / society / entity on their official email / mobile no. etc. with a disclaimer that if any discrepancy is found in the data then such discrepancy may communicated to the surveyor, survey agency or MCD within 7 days of transmitting the data and even the above procedure is not possible then the survey agency may ask MCD to communicate to the surveyed entity with their own stand procedures.
5. Field door to door Property Survey of the entire properties (Lands and Buildings) within the limits of Municipal Corporation shall be carried out as per revenue ward boundaries to be governed by Municipal Corporation.
6. The selected agency shall provide surveyors and assistants for all required technical assistance with
  - Door to door survey and data collection
  - Verification
  - Capturing photos
  - Calculations etc. of each property
7. The selected agency shall collect and divide all the Industrial Properties as per the list given within the jurisdiction of MCD.

8. The selected agency should coordinate to carry on detail property verification survey and collect the specified parameters as

- No. of Floor,
- Age,
- Type of use,
- Type of Construction,
- Construction and use wise area.

9. The selected agency calculates flowing specified area in the all properties.

- Built up area.
- Taxable area.
- Non-Taxable area.
- Plot area of the properties.
- Rented area.

10. The survey form shall be designed as per the instruction given by officers of MCD and shall be printed and provided by the selected agency. However the agency may deploy survey application software for survey team.

11. Qualification of Surveyors- The selected agency should appoint skilled, trained surveyors for onsite survey.

12. Deliverables: -

- Monthly progress report and updates of measurement of properties and surveyed data node-wise, zone wise, type wise etc.
- Data in soft copy format of entire activity.

1. If property is commercial/Industrial the selected agency captures following details.

- Name of shop/commercial unit.
- Industry Name
- Trading/manufacturing.

2. The selected agency shall capture clear digital photo of every property and shall demark the properties on the areal map of corporation limits.

3. The agency shall be responsible for providing accurate data and measurements of each property unit and shall take signature of the property holder/occupier while surveying the collection of the data.

4. The selected agency shall be responsible to arrange & provide required stationary, printing, bindings and hardware required to execute the work.

The selected agency shall survey and collect data of all the Industrial properties by using the drone technology and the timeline to complete the survey would be 180 days (6 months) time period. If required, the contract period may be further extended on mutual consent of both the parties. Further, in case the bidder fails to execute the work as stipulated in agreement or unsatisfactory performance or does not meet the statutory requirement of the contract, MCD reserve the right to terminate or cancel the contract and his performance/security deposits may also be forfeited, if so warranted.

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A list of the industrial area falls under the jurisdiction of MCD is as under:

**LIST OF PROPERTIES/AREAS TO BE SURVEYED TO ACHIEVE THE TARGET**

S. No.	NAME OF INDUSTRIAL AREA
1	BAWANA INDUSTRIAL AREA
2	DSIIDC SHEDS, NANGLOI
3	FUNCTIONAL INDUSTRIAL ESTATE FOR ELECTRONICS, A-BLOCK, OKHLA INDUSTRIAL AREA
4	FUNCTIONAL INDUSTRIAL ESTATE FOR ELECTRONICS, S-BLOCK, OKHLA INDUSTRIAL AREA
5	KESHOPUR
6	FLATTED FACTORIES FOR LEATHER GOODS, WAZIRPUR INDUSTRIAL AREA
7	FLATTED FACTORIES COMPLEX AT RANI JHANSI ROAD
8	RAJASTHANI UDYOG NAGAR INDUSTRIAL AREA
9	G.T.K ROAD INDUSTRIAL AREA
10	LAWRENCE INDUSTRIAL AREA
11	WAZIRPUR INDUSTRIAL AREA
12	UDYOG NAGAR INDUSTRIAL AREA
13	DLF MOTI NAGAR INDUSTRIAL AREA
14	NAJAFGARH ROAD INDUSTRIAL AREA
15	S.M.A. INDUSTRIAL AREA
16	S.S.I. INDUSTRIAL AREA
17	SHAHZADA BAGH INDUSTRIAL AREA
18	(A) OKHLA INDUSTRIAL AREA, PH-I
19	(B) OKHLA INDUSTRIAL AREA, PH-II
20	NARELA INDUSTRIAL AREA
21	BADLI INDUSTRIAL AREA
22	OKHLA INDUSTRIAL AREA PH-III
23	JAWAHAR NAGAR
24	FFC, OKHLA INDUSTRIAL AREA
25	G.T. KARNAL ROAD INDUSTRIAL AREA
26	NARAINA INDUSTRIAL AREA PH-I
27	NARAINA INDUSTRIAL AREA PH-II
28	NAJAFGARH ROAD, INDUSTRIAL AREA (ONLY RAMA ROAD)
29	KIRTI NAGAR INDUSTRIAL AREA
30	MANGOL PURI INDUSTRIAL AREA PH-I
31	MANGOL PURI INDUSTRIAL AREA PH-II
32	MAYAPURI INDUSTRIAL AREA PH-I
33	MAYAPURI INDUSTRIAL AREA PH-II
34	TILAK NAGAR INDUSTRIAL AREA
35	ANAND PARBAT
36	SAMAIPUR BADLI
37	SULTANPUR MAZRA
38	HASTSAL POCKET-A
39	NARESH PARK EXTENSION
40	LIBASPUR
41	PEERAGARHI VILLAGE
42	KHYALA
43	HASTSAL POCKET-D

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44	SHALIMAR VILLAGE
45	NAWADA
46	RITHALA
47	SWARN PARK MUNDKA
48	HAIDERPUR
49	DABRI
50	BASAI DARAPUR
51	MUNDKA PHIRNI ROAD
52	MUNDKA UDYOG NAGAR (SOUTH)
53	PRAHLADPUR BANGER
54	RANHOLA
55	NANGLI SAKRAWATI

  
18/04/23

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**Annexure-12**

The payment shall be made on Monthly basis for the actual work undertaken during the particular period as per the following schedule:

Sr. No.	Particulars	Percentage to Contract Value
1	Submission of Base Map and Capturing Aerial Images	35%
2	Submission Ground Survey Data	45%
3	Preparation of survey report to determine the Annual value of the property	20%

18/09/23

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