

GOVERNMENT OF MANIPUR
TOWN PLANNING DEPARTMENT

NOTICE INVITING QUOTATION

Imphal, 2nd August 2018

No: 6/3/2017-TP(Vol. I): Town Planning Department, Manipur (hereinafter called 'The Department') invites sealed quotation from eligible firms/ consultants for conducting 'Classified Traffic Volume Count Survey' using Automated/ Semi-automated ICT technology at 35 locations (twenty six 3-legged and nine 4-legged), within Imphal Municipal Corporation area', for use as data-input for preparation of Master Plan of Greater Imphal.

Last Date & Time for Submission of Sealed Quotation is 17.08.2018 by 15:00 Hrs. The Quotations will be opened on the same day at 16:00 Hrs at the Conference Hall of Town Planning Department, Manipur.

Scope of the Work:

1. Classified Traffic Volume Count Survey at 35 locations for 13 hrs per day (6:00AM to 7:00PM) for 3 days in each location (twenty six 3-legged and nine 4-legged), using Automated/ Semi-automated ICT technology. **The Survey should be conducted on 'Normal Working Days' only.** The number of survey location or location type may be increased or decreased as per field condition.
2. The types of vehicles to be counted are- Motorized 2-wheelers, 3-wheelers/ auto rickshaws, Cars/ Jeeps/ Vans, LCV/ Mini Bus, Standard Bus/ Standard Trucks, Cycle Rickshaws & Bicycles.
3. Tabulation of the collected survey data in a pre-approved format for each location in MS-Excel only and deliver to the Department, both in hard copy and soft copy.

Eligibility Criteria:

1. The Firm/ Consultants should have experience in conducting traffic surveys using Automated/ Semi-automated ICT technology with appropriate software to extract/ analyse the data in local condition.
2. The Applicant should be an individual consultant or a registered firm having PAN/ TAN.

Documents to be Submitted:

The bid prepared by the bidders shall be submitted in 2 (two) parts, each part to contain the following component:

1. **Technical Bid** for "Name of Work: Classified Traffic Volume Count Survey' using Automated/ Semi-automated ICT technology at 35 Locations within Imphal Municipal Corporation Area" consisting of the following documents as "**Envelope-A**"
 - a. Duly signed entire copy of this NIQ.
 - b. A brief explanation of the methodology and the technology to be adopted by the bidder for the work (not more than 2 pages).
 - c. Self-attested copy of PAN and GST Registration.
 - d. Documents supporting eligibility criteria.

2. **Financial Bid** for “Name of Work: Classified Traffic Volume Count Survey’ using Automated/ Semi-automated ICT technology at 35 Locations within Imphal Municipal Corporation Area” consisting of the following documents as “**Envelope-B**”
 - a. Duly filled price schedule and its covering letter: The bidder shall quote the rates in words as well as numerals for conducting survey and tabulation of data at 1 (one) 4-legged intersection and at 1(one) 3-legged intersection.
 - b. In case of discrepancy, between price quoted in words and numerals, the amount depicted in words will be considered.
 - c. The rate should not include cost for purchase of software license, hardware etc.
3. The Bid shall contain no interline insertions, erasure or overwritings. Any correction if necessary shall be made by scoring the incorrect figures/ words and shall be signed by the person signing the bid.

Sealing & Marking of Bids:

Master Envelope will contain 2 (two) sealed envelopes (Envelope-A & Envelope-B) as detailed above. The bidder shall seal and duly mark the envelope as “Quotation for Conducting Classified Traffic Volume Count Survey’ using Automated/ Semi-automated ICT technology at 35 locations within Imphal Municipal Corporation area” and shall submit at the following address:

The Chief Town Planner
Town Planning Department, Manipur
Directorate Complex (Ground Floor, North Wing)
2nd MR Gate, North AOC
Imphal- 795001

The envelope shall indicate the name and address, including contact number of the bidder. Quotation shall either be sent by post, courier or delivered in person. The Department shall not be responsible if the quotations are delivered elsewhere or received late.

Opening the Quotation:

The quotation shall be opened on the Quotation Opening Time at the Conference Hall of Town Planning Department, Manipur in the presence of bidders or his authorized representatives who choose to attend on the opening date and time. The Bidder’s representatives who are present shall sign the tender opening register. The bidder shall submit authority letter to this effect before they are allowed to participate in bid opening. No TA/DA will be paid to the bidders or their representatives for attending the bid opening.

Time Frame for Execution of Work:

The Firm/ Consultant should complete the survey exercise and tabulation of data within 60 (sixty) days of Award of Work. The collected data shall be submitted to the Department on a weekly basis on every Monday in a pre-approved format, both in hard and soft copies. If Monday falls on a holiday, the data should be submitted on the next working day. The soft copy should be only in MS-Excel. At the end of 60 days, a consolidated report (3 hard copies and its soft copy) will have to be submitted within 7 (seven) working days.

Liquidated Damage:

If there is any delay in delivery of the assigned work beyond the stipulated time, penalty @1% of the cost of order shall be levied per day maximum to total 10% of the total work order issued to the party.

Payment Terms:

1. No advance payment shall be paid.
2. The payment shall be released on successful completion of work and submission of final reports, within a month after submission of bill.

General Terms & Conditions:

1. Town Planning Department, Manipur reserves the right to blacklist the selected bidder, in case the selected bidder does not complete the work within stipulated time.
2. In the price schedule, no terms and conditions of the bidder shall be accepted and the terms and conditions mentioned in the quotation will be binding on all the bidders.
3. Town Planning Department, Manipur reserves the right to cancel or accept any or all the bids without assigning any reason whatsoever to any of the bidders.
4. The quotation shall be valid for 30 (thirty) days from the date of opening of NIQ.


(N. Gitkumar Singh)

Chief Town Planner
Town Planning Department, Manipur

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ACCEPTANCE LETTER

Date: _____

To,

The Chief Town Planner
Town Planning Department, Manipur.
Directorate Complex, 2nd MR Gate, North AOC
Imphal-795001.

Subject: Acceptance of Terms & Conditions of the quotation for conducting conducting 'Classified Traffic Volume Count Survey' using Automated/ Semi-automated ICT technology at 35 locations within Imphal Municipal Corporation area'

Sir,

1. I/We hereby certify that I/We have read the entire terms and conditions of this quotation document.
2. I/We hereby unconditionally accept the conditions of Town Planning Department's quotation of document in its entirety for the above work.
3. It is clarified that after unconditionally accepting the quotation document in its entirety, it is not permissible to put any remarks/conditions in the quotation. In case, any provisions of this quotation are found violated after opening the envelope, I/We agree that the quotation shall be rejected.

Your's Faithfully
(Signature of the Bidder)
Name of the Bidder
Rubber Stamp of the Bidder

PRICE SCHEDULE

(To be enclosed in the Financial Bid “Envelope B”)

Quotes to be furnished for conducting ‘Classified Traffic Volume Count Survey’ using Automated/ Semi-automated ICT technology at 35 locations within Imphal Municipal Corporation area’.

Sl. No	Description of Work	Quoted Amount for 1 (one) 3-legged location (in INR)	Quoted Amount for 1 (one) 4-legged location (in INR)
0	1	2	3
1.	Charges for conduct of ‘Classified Traffic Volume Count Survey’ using Automated/ Semi-automated ICT technology within Imphal Municipal Corporation area’ for 3 days at each location of 13 hours per day (6:00 AM to 7:00PM) and extraction of data thereof.		

Quoted Amount in words for 1(one) 3-legged location:

Quoted Amount in words for 1(one) 4-legged location:

Note:

1. The rates quoted shall be inclusive of all statutory taxes like PF, ESI, Bonus and all taxes except GST.
2. GST will be paid as per prevailing rate.
3. The rates quoted **should not include** cost of purchase of software license, hardware etc.
4. The Bid shall contain no interline insertions, erasures or overwriting. Any correction if necessary shall be made by scoring the incorrect figures/words and shall be signed by the person signing the bid.

Authorized Signature with Date: _____

Name of Signatory: _____

Name and Address of the Tenderer with Seal