

# SHORT TERM REQUEST FOR PROPOSAL (RFP)

For

Selection of an Agency for providing a GPS Based Vehicle  
Tracking System for the Vidhan Sabha Election 2025 &  
Other Elections for the State of Bihar

**RFP No: CEO/BIHAR/12/2025**

**Office of the Chief Electoral Officer, Bihar**  
**7, Sardar Patel Marg (Mangles Road), Patna-800015 Tel: 0612-2217956**  
**E-mail: [ceo\\_bihar@eci.gov.in](mailto:ceo_bihar@eci.gov.in)**  
**website: <https://ceoelection.bihar.gov.in/>**

## **Short Term Request for Proposal (RFP) Notice**

### **“Selection of an Agency for providing a GPS Based Vehicle Tracking System for the Vidhan Sabha Election 2025 & Other Elections for the State of Bihar”**

Proposals are invited from qualified and experienced agencies to provide GPS Based Vehicle Tracking System for the Vidhan Sabha Election 2025 & Other Elections for the State of Bihar for the Office of the Chief Electoral Officer, Bihar, Patna.

Interested Bidders, who qualify as per the criteria mentioned in the document, may submit their proposals through e-tendering by **13.10.2025 till 15.00 hours** on the e-Procurement portal (<https://eproc2.bihar.gov.in>). Bidder has to submit the document fee of **Rs. 5000/-** (Rupees Five Thousand only) for the RFP document along with e-Procurement Processing fees through online payment at the e-Procurement portal.

The detailed RFP document can be downloaded from the website <https://eproc2.bihar.gov.in>

**Chief Electoral Officer, Bihar**

## **DISCLAIMER**

All information contained in this **Request for Proposal (RFP)** provided is in the good interest and faith. This is neither an agreement nor an offer/ invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the presentation of this RFP document, the interested bidders shall satisfy themselves that the document is complete in all respects. The information published in this document is not intended to be exhaustive. Interested Bidders are required to make their inquiries and assumptions wherever required.

Intimation of a discrepancy, if any, should be given to the specified office immediately. If no intimation is received by this office by the date mentioned in the document, it shall be deemed that the RFP document is complete in all respects, and firms submitting their bids are satisfied that the RFP document is complete in all respects.

**Office of the Chief Electoral Officer, Bihar (CEO, Bihar)** reserves the right to reject any or all of the applications submitted in response to this RFP document at any stage without assigning any reasons whatsoever. CEO, Bihar also reserves the right to withhold or withdraw the process at any stage with intimation to all who have submitted their bids in response to this RFP. CEO, Bihar reserves the right to change/ modify/ amend/cancel any or all of the provisions of this RFP document without assigning any reason. Any such change would be communicated to the bidders by posting it on the website of Bihar. e-procurement (<https://eproc2.bihar.gov.in>).

Neither the CEO, Bihar nor their employees and associates will have any liability to any prospective respondent interested in applying or any other person under the law of contract to the principles or resolution or unjust enrichment or otherwise for any loss, expense, or damage which may arise from or be incurred or suffered in connection with anything contained in this RFP document.

## 1. Bid Data Sheet

Sr. No.	Particular	Details
1.	Name of Issuer	Office of the Chief Electoral Officer, Bihar
2.	Availability of the document	The Bidding Document is available and downloadable on the following website: <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> Bidding Document Fees (non-transferable & non- refundable) and Processing Fees must be paid online at the e-procurement portal ( <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> ) <b>All Subsequent changes to the Bidding document shall be published on the above- mentioned website only.</b>
3.	Bidding Document Fee with Tender Processing Fee	INR 5000/- + Processing Fees (non-transferable & non-refundable) payable online only through <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> as applicable
4.	RFP published Date and Time	<b>26.09.2025 at 17.00 hours</b>
5.	Last date for submission of pre- bid queries	<b>03.10.2025 till 17.00 hours</b> (Bidders are requested to submit their queries if any as per the format attached in Annexure 4)
6.	Pre-Bid Meeting	<b>06.10.2025 at 11.00 hours</b> to be held at Conference Room, Office of the Chief Electoral Officer, Bihar, 7, Sardar Patel Marg (Mangles Road) Patna – 800 015
7.	Earnest Money Deposit (EMD)	<b>INR 50.00 Lakh</b> payable online or through DD/BG & upload the same at <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a>
8.	Last date of submission of Proposals	<b>13.10.2025 till 15.00 hours</b> only through the e-Procurement portal <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a>
9.	Date of opening of Technical Bids	<b>13.10.2025 at 17.00 hours</b>
10.	Date of opening of Financial Bids	This would be communicated to successful bidders.
11.	Performance Bank Guarantee (On award of the contract)	Irrevocable Performance Bank Guarantee of value 5% of the contract value, to be submitted at the correspondence address within 7 days of issuance of the work order.
12.	Email Address	The prospective Bidder requiring any clarification to the RFP shall contact the CEO, Bihar through email by sending the pre-bid queries to <a href="mailto:ceo_bihar@eci.gov.in">ceo_bihar@eci.gov.in</a> as per the format given in Annexure 4.
13.	Address for Communication	Office of the Chief Electoral Officer, 7 - Sardar Patel Marg (Mangles Road), Patna – 800 015. Tel. 0612-2217956 E-mail : <a href="mailto:ceo_bihar@eci.gov.in">ceo_bihar@eci.gov.in</a> Website : <a href="https://ceoelection.bihar.gov.in/">https://ceoelection.bihar.gov.in/</a>

**Note:**

1. CEO, Bihar reserves the right to change any schedule of the bidding process. Please visit the website <https://eproc2.bihar.gov.in> mentioned in this document regularly for the same.
2. Proposals must be received no later than the time, date, and venue as mentioned in the Fact Sheet. Proposals that are received after the deadline WILL NOT be considered in this procurement process.
3. The mode of submission of bids is only online through the e-procurement portal (<https://eproc2.bihar.gov.in>). No physical submission of the bids shall be entertained.
4. Any future Corrigenda/Information shall be posted only on <https://eproc2.bihar.gov.in>
5. Rejected/disqualified bidders would only be intimated post-final selection of successful bidder(s)/ completion of the Bid process. Along with such intimation, the EMD returning process would be initiated for disqualified bidders and the same would be affected within 30 days of issuing the letter of intent/work order to the successful bidder(s).

## **2.0 Invitation for Competitive Bidding**

### **2.1 Definitions**

**2.1.1** Applicable Law means the Contract shall be interpreted by the laws of India.

**2.1.2** GoB means the Government of Bihar.

**2.1.3** Bidder means any firm offering the solution(s), service(s), and/ or materials required in the tender call. The word Bidder when used in the pre-award period shall be synonymous with the bidder and when used after the award of the contract shall mean the successful bidder(s) with whom the office of the Chief Electoral Officer of Bihar signs the contract for rendering of goods and services.

**2.1.4** Contract means the agreement entered into between the CEO, Bihar, and the successful bidder(s), as recorded in the Contract Form signed by the parties including all attachments and appendices thereto and all documents incorporated by reference therein.

**2.1.5** Contract Price means the price payable to the bidder under the Contract for the

full and proper performance of all its contractual obligations.

**2.1.6** Bidder's representative means the duly authorized representative of the bidder, approved by the Department and responsible for the bidder's performance under the contract.

**2.1.7** Effective Date means the date on which the Agreement is executed.

**2.1.8** Financial bid or Commercial Bid means the part of the offer that provides a price schedule.

**2.1.9** Goods and services mean the solution(s), service(s), materials, or a combination of them in the context of the tender call and specifications.

**2.1.10** Performance security means on receipt of notification of award from the Department, the successful bidder(s) shall furnish the security by the conditions of the contract, in the form of a Bank Guarantee to the CEO, Bihar.

**2.1.11** Pre-qualification and Technical bid mean that part of the offer provides information to facilitate assessment by the committee in terms of the professional, technical, and financial standing of the bidder, conformity to specifications, etc.

**2.1.12** Specification means the functional and technical specifications or statement of work, as the case may be.

**2.1.13** Tender call or invitation for bids means the detailed notification seeking an end-to-end solution.

**2.1.14** ARO means Assistant Returning Officer.

**2.1.15** RO means Returning Officer.

**2.1.16** DEO District Election Officer.

**2.1.17** CEO means Chief Electoral Officer.

**2.1.18** AC means Assembly Constituency.

**2.1.19** PC means Parliamentary Constituency.

**2.1.20** INR Indian Rupees.

## 2.2 Introduction

As per the instructions by the Election Commission of India regarding the EVMs and VVPATs, about their transportation, storage, security, etc., it is desired that the handling of EVMs/VVPATs including reserve EVMs/VVPATs which are carried by the Sector Officers for need-based replacement on the poll day needs to be further streamlined. Accordingly, it has been decided that following instructions shall be strictly followed in the movement of EVMs and VVPATs.

The end-to-end movement of all EVMs and VVPATs on the pre-poll days and the poll day (including reserve EVMs and VVPATs) shall be carefully monitored at all times, for which all Polling Parties / Sector Officers' vehicles shall mandatorily be fitted with GPS tracking.

In addition, FS (Flying Squads) and SST (Static Surveillance Teams) play crucial roles in ensuring free, fair, and transparent electoral processes. Here's a brief overview of their functions:

1. Flying Squads (FS): Mobile teams that respond to election-related violations like distribution of cash, liquor, or gifts.
2. Static Surveillance Teams (SST): Stationed at checkpoints to monitor and seize illegal items being transported.

In general, 3 FS and 3 SST are constituted per an Assembly Constituency (Total 243 Assembly Constituencies) which begin operations from the date of announcement of elections and remain active till the end of the poll process. In Expenditure Sensitive Constituency there can be more than three FS and three SST. As per the instructions by the Election Commission of India, the Vehicles of FS and SST should also be equipped with GPS to track and monitor their movements to help curb electoral malpractices and maintain the integrity of the electoral process.

## 3.0 Scope of work

### 3.1 Districts, DEOs, ROs Details

For this RFP, the Bihar State will be treated as a single unit. The bidder has to consider all the districts across multiple phases while quoting the rates. The information of districts is as below:

Districts under Bihar State	Total Districts
West Champaran, East Champaran, Sheohar, Sitamarhi, Madhubani, Supaul, Araria, Kishanganj, Purnia, Katihar, Madhepura, Saharsa, Darbhanga, Muzaffarpur, Gopalganj, Siwan, Saran, Vaishali,	38

Samastipur, Begusarai, Khagaria, Bhagalpur, Banka, Munger, Lakhisarai, Sheikhpura, Nalanda, Patna, Bhojpur, Buxar, Kaimur, Rohtas, Arwal, Jehanabad, Aurangabad, Gaya, Nawada and Jamui	
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### 3.2 Detailed Scope of Work

There shall be real-time tracking and monitoring of the movement of EVMs and VVPATs through the GPS-enabled Vehicle Tracking System used in the vehicles carrying EVMs and VVPATs and the Vehicles of FS/SST. For this purpose, a 'GPS Control Room' shall be set up at the DEO as well as CEO Level, wherein the movement of EVMs and VVPATs and FS/SST shall be monitored and tracked through (Vehicle Tracking system) VTS and other related infrastructure / applications.

The successful bidder(s) during the period of the Contract should provide the services detailed as follows.

1. There will be more than 90,000 Polling Stations for which successful bidder shall provide services fully functional and operational between the period starting from P-3 days to P+1 day (where P is the polling day or re-Polling Day(s) for the respective single/multiple phases of Elections)
2. In general, there will be Vehicles of three FS and 3 SST per Assembly Constituency for which successful bidder shall provide services fully functional and operational between the period starting from the date of announcement of elections and remain active till the end of the poll process.

#### Installation of GPS Tracker Devices

- a. The GPS Tracker Devices along with all the necessary Hardware are to be fitted/ installed in the Election Duty Vehicles as assigned by RO / DEO.
- b. Tentative quantity of vehicles movement event will be 65,000. This is a tentative number and this number may increase or decrease based on actual requirement calculated after declaration of Election.
- c. The installation of GPS Tracker Devices is to be done inside the vehicles. The Vehicles would be located at different locations across the State of Bihar (the details of the locations would be provided later). The successful Bidder(s) should make all necessary arrangements for the Transportation of GPS Tracker Devices to the different locations across the State of Bihar.



- d. The GPS Tracker device(s) are to be installed in the limited time window as instructed by the respective ROs / DEOs. The Schedule for the same would be provided by the concerned District. There should be at least one person (technical expert) per **40 vehicles** to install, set up and troubleshoot the GPS Tracker Devices.
- e. The GPS Tracker device(s) should be installed with necessary cabling attachments /accessories as well as the SIM Cards, Memory Cards, etc. as essential for the successful functioning of the GPS Tracker device(s). The Activation of SIM Cards is to be done by the successful Bidder(s) (pre-activated SIM Cards should be arranged as a limited time frame would be given for installation of the GPS Tracker Devices inside the vehicles).
- f. Each GPS Tracker device is to be mapped with the respective Attributes Data (for example Assembly / Parliamentary Constituency Name, Sector Number, Sector Magistrate Officer Name, etc.). The Attributes Data would be provided by the respective DEOs / CEO Bihar.
- g. It is required that the successful Bidder(s) should ensure successful Installation, Commissioning and Configuration of GPS Tracker Devices inside the Vehicles and their integration with VTS (Vehicle Tracking System) Software.
- h. The Successful Bidder(s) shall ensure real-time GPS-based tracking of the movement of the vehicles. The entire set of applications and their features shall allow secure web-based online access to obtain real-time information. Secure access shall be provided through popular browser interfaces i.e. Google Chrome, Mozilla Firefox, Microsoft Edge, etc.
- i. The bidder shall upload the correct Latitude and Longitude of the Government offices, colleges, schools, polling booths, and any other locations as provided by the CEO Bihar and make them visible on the map viewer view of the VTS.
- j. Check GPS functionality: The GPS-based VTS application should have a feature to check the GPS status. In case the GPS is not working or not responding, an alert should be generated by the application to the stakeholders through a dashboard and a penalty would be applied according to SLA.
- k. The bidder shall be responsible for the operation and maintenance of GPS-based VTS application during the contract period as per the SLA.
- l. All requisite deployment, hosting requirements, security tests, and compliance are to be undertaken by the bidder at no additional cost.

## **Vehicle Tracking System (VTS) – Software (Web Application)**

The VTS Web Application should be provisioned with the necessary communication protocols and should have Real Time Integration with the GPS Devices Fitted inside the Election Duty vehicles. The list of Major components / features to be provided through the Web Application are mentioned but not limited to below:

- a. Real Time Tracking and Monitoring of the Vehicles on any map.
- b. Group Tracking and its reports.
- c. Search Capabilities – The Web Application should have user-friendly Vehicle Search options and users should be able to easily search Vehicles by Assembly / Parliamentary Constituency Name, Sector Number, Sector Magistrate Officer Name, vehicle number, location, travel route, etc.
- d. Dashboards and alerts if any deviations – The system should provide a dashboard and alerts that help to monitor the live performance and operation of vehicles
- e. The system shall be able to generate the following reports:
  - i. Live location of the Vehicle.
  - ii. Vehicle Summary.
  - iii. History Report (showing route taken by vehicle).
  - iv. Trip-wise Report.
  - v. Route Deviation Report.
  - vi. Vehicle stoppage report.
  - vii. Unauthorized stoppages or deviations in the area.
  - viii. Overall summary of monitoring summary.
  - ix. Any other Reports as required by the CEO Bihar.
  - x. Recall and Revisit Reports.
  - xi. Customized Reporting Tool.
- f. Aggregate Dashboard/Report functionality (for example, the user should be able to see Dashboard/run Report for All Districts, Assembly/Parliamentary Constituencies, and should also be able to Drill Down to the Dashboard/run report from District->Assembly/Parliamentary Constituency->Sector)
- g. Archival Facility
- h. Logs of All Vehicles with export to Excel or PDF

- i. Trip Details
- j. SoS Alert
- k. Low Battery Alert
- l. Navigation History Playback and Tracking
- m. Easy Configuration setting by Admin
- n. Role-based user control and access
- o. Export Data (functionality to download data in format PDF, Excel, etc.)
- p. Any additional customization based on the requirement
- q. In case the vehicle driver / whoever traveling in the vehicle forcefully puts off the GPS system, an alarm should be generated and the same should be reported on the portal.
- r. The Bidder shall ensure adequate security provisions in the GPS-based Vehicle Tracking System to ensure unauthorized users are denied accessing the application.
- s. Roads with their names should be displayed on the map with each cursor move, Roads including National Highways, State Highways, major District roads, village roads, and other roads need to be displayed on the map

**Hosting:** - The supporting Software and its Database of Web and Mobile Applications for the Vehicle Tracking System should be set up and hosted by the successful bidder(s) in a Secured Server within the Geographic Boundary of India.

**Offline Capability:** - The GPS Tracker Devices installed in Vehicles should have the functionality to work in Offline mode wherever there is no network availability and should be able to store the Vehicle Tracking Log in GPS Tracker Device memory. As soon as there is availability of a Network, the data stored in offline mode should be synched with the Online Vehicle Tracking System Software.

**Control Room Set up:** It is desired that the Real Time Tracking and Monitoring (24 hrs. per day) of Vehicles fitted with GPS Tracker Devices be done at the District & CEO Level

in the single / multi-phase election from a Control Room located at DEO office / CEO office. The Space for the Control Room would be provided by the concerned DEO / CEO and the successful Bidder(s) has to provide the following minimum aspects:

<b>Establishment of Control Room in office of the CEO at Patna.</b>			
<b>Sl. No.</b>	<b>Items</b>	<b>Qty</b>	<b>Period</b>
1	Trained Supervisor (Human Resource) to operate and troubleshoot the VTS System should be available round the clock.	2 persons Per Shift x 3 Shifts	For tracking the vehicles containing the EVMs / VVPATs

<b>Establishment of Control Room in DEO office.</b>			
<b>Sl. No.</b>	<b>Items</b>	<b>Qty</b>	<b>Period</b>
1	Laptop / Desktop with internet connectivity and VTS software installed and running successfully.	01 per Control Room	For tracking the vehicles containing the EVMs / VVPATs
2	Television Screen of minimum 42" or more (Fourty two - inch Screen Size or more) connected to a Laptop / Desktop for Displaying the VTS software	01 per Control Room	For tracking the vehicles containing the EVMs / VVPATs
3	Trained Supervisor (Human Resource) to operate and troubleshoot the VTS System should be available round the clock.	01 per Control Room Per Shift x 3 Shifts	For tracking the vehicles containing the EVMs / VVPATs

**Note:** P is the Polling Day for an Election District for the respective single / multi-phase Election. There are total of 38 Election Districts in Bihar, so the vendor has to establish 38 control room as per above specification in addition to one for the CEO office.

**Test Run:** The bidder has to carry out demonstration of test run to the CEO Bihar and respective DEOs on or before P-7 days, where P is the Poll Day of the first phase of elections.

The successful bidder(s) will be solely responsible for installation / collection / return of VTS (Vehicle Tracking System) units from the destinations and for reuse if any. The successful bidder(s) should handover the VTS data on portable hard-disk to respective DEOs and consolidated data to CEO and subsequently shall not keep any related data with

itself (the successful bidder(s)). An undertaking in this regard shall be given by successful bidder(s) after completion of the project.

**Escalation Matrix:** The successful bidder(s) shall provide an escalation matrix of their personnel for reporting of issues at DEO & CEO levels.

#### 4.0 Eligibility Criteria:

Sl. No	Eligibility Criteria	Documents Required
1	<b>Legal Entity-</b> The Legal Entity must be registered in India under the Companies Act 1956/2013 act or Proprietorship Firm or Partnership Firm registered under relevant act having their registered office in India for the last 5 years as on date of submitting its applications. However, Consortium is not allowed.	<ul style="list-style-type: none"> <li>• Certificate of Incorporation /Registrations</li> <li>• GST Registration</li> <li>• PAN</li> <li>• IT Return for last 3 FYs to be submitted (2021-22; 2022-23; 2023-24).</li> </ul>
2	The Bidder must have an average annual turnover of minimum Rs. 10 crores during last 03 (three) Consecutive Financial Years among 2021-22; 2022-23; 2023-24	CA Certified Turnover Certificate with UDIN needs to be submitted.
3	The Bidder should have Positive Net Worth as of Financial Year FY 2023-24	CA Certified Certificate with UDIN needs to be submitted.
4	The bidder must have successfully directly executed at least 1 (one) project or deployed as part of a project - GPS Based Vehicle Tracking Solution for Election Conducted by ECI in India <b>or</b> for any other assignment / Project of any Government Department in India, during the last 07 (Seven) years <b>with at least 10,000 GPS units in a single work order.</b>	<p>Copy of Purchase / Work Order / Work Completion Certificate / any other proof / Self Certificate along with relevant document to be submitted.</p> <p><b>Note:</b> Any work order if completed by the mode of JV/Consortium/Collaboration/Back-to-Back Tendering/Sub-letting/Outsourcing/Sub-Contracting shall not be considered for evaluation purpose.</p>

5	The bidder should have experience in Information Technology/Telecommunication business Services/Surveillance for last 5 years in India as on the date of Issue of the Notice Inviting RFP	Copy of Purchase/Work Order/Work Completion Certificate to be submitted. The nature and volume of work should be clearly seen in these documents.
6	The Bidder should at least have the following 2 (two) <b>valid Certificate of ISO:-</b> <ul style="list-style-type: none"> <li>• ISO 27001:2018,</li> <li>• ISO 9001:2015</li> </ul>	Valid copy of ISO Certificates to be submitted
7	➤ The bidder should have at least minimum 50 skilled Manpower on their Payroll documented through PF and all statutory compliance or through any validated document relating to salary payment of insurance document as on date of RFP	Relevant document proof for 50 skilled manpower & confirmation.
8	The Bidder <b>should not be blacklisted</b> by any Government Department/ Agency/ Ministries or PSUs in the last 5 years	A Notarized Affidavit with respect to the same needs to be furnished along with this bid.

The Chief Electoral Officer, Bihar reserves the right to disqualify a bidder who does not satisfy any of the above eligibility criteria and the Election Department's decision in this regard will be final. Even if a bidder satisfies the above noted requirements, it is liable to be disqualified if it is found to have:

1. Made a false representation in the forms, statements and attachments required in the documents for this RFP.
2. A record of poor performance such as abandoning work, not properly completing contracts, financial failures or delayed completion.
3. Been convicted by any Court of Law.
4. Been blacklisted by any Government Departments/ Agencies/ Ministries or PSU.
5. Submitted Hard Copy of Financial Bid.

6. Bidders must provide adequate documentary evidence in support of their claims.
7. The final decision on the assessment of pre-qualification criteria would solely lie with the CEO, Bihar.
8. The documents not relevant to this RFP shall not be accepted.
9. Once the tender document is submitted then only the document requested from the official mail ID for any clarification in the bid submitted by the bidder will be accepted.

## **5.0 Method of Evaluation**

The selection of vendors is a two-stage bidding process where eligible bidders shall submit their technical bids and financial bids separately.

- a. Eligibility-cum-Technical bids will be evaluated for all the bidders.
- b. Financial bids will be opened only for those bidders who are found eligible and technically qualified.
- c. Financial bids for the ineligible and/or technically disqualified bidders will not be opened.

## **6.0 Payment**

Payment will be made by CEO office on satisfactory completion of the work within 15 days and submission of the following:

- 1) Valid GST Invoice
- 2) Server Logs Report
- 3) Certificate of Successful work related to GPS based vehicle tracking solution by DEOs for their respective Election Districts as per Annexure 8.
- 4) Any other documents required for the processing of the payment.

### **Note :-**

1. No advance payments towards cost of items will be made to the agency.
2. Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other taxes as applicable will be made from the bills payable to the selected bidder at rates as notified from time to time.

## **7.0 Penalties for Non-Performance**

The Penalties to be impose at any stage under this bid are:

- 1) Imposition of SLA related penalties, Liquidated damages, forfeiture of performance security, cancellation of work order, termination of the contract and de-recognition/debarment/blacklisting of the bidder/supplier
- 2) Failure to produce the requisite certificates after claiming of possess such certificates or concealment or misrepresentation of facts will not only lead to rejection of bid/termination of the contract and /or may lead to forfeiture of EMD/Performance security as well as result in de-recognition/debarment of the bidder.
- 3) The penalty to be imposed on the bidder, at any stage, will be decided on the basis of the violations of number of bit conditions specifically mentioned in the bid document as that leading to forfeiture of EMD/performance security or leading to de-recognition/debarment/blacklisting.
- 4) Liquidated damages (LD): LD will be charged for delayed supply of goods and services as below:
  - a. Beyond the normal period of supply as per the work order for immediate next 30 days: @0.1% per day.
  - b. For the next 10 days, after initial delay of 30 days: @0.2% per day.
  - c. The work order shall automatically terminate in case the delay is beyond 40 days and in such cases, the performance security maybe forfeited.
- 5) In case of incomplete work, penalty proportionate to value of work order not done shall be imposed and the agency maybe derecognized/debarred/blacklisted from any future works of the CEO Bihar as deem fit.
- 6) Any unexcused delay by the selected agency in maintaining its contractual obligations towards delivery of goods and performance of services shall render the agency liable to any or all of the above-mentioned sanctions. The decision to impose penalty, and finally to derecognized or debar or blacklist the defaulting agency will be final and shall be binding on all bidders participating in the bid.
- 7) The bidder shall provide hundred percent server up time SLA as standard for the Vehicle tracking software. This shall be applicable days to day where P is the day of polling in single/multi-phase Election or as notified by the department.

## **8.0 Service Level Agreement (SLA) requirements**



100% Server Uptime SLA: The bidder should provide 100% Server Uptime SLA as standard. This shall be applicable during the P-3 days to P+1 where P is the day of polling in single/multi-phase election or as notified by the CEO Bihar. The Vendor will develop a suitable dashboard for reporting the buffer and failure.

<b>Service Availability</b>	<b>Penalty: Deduction from total cost</b>
99.9% to 100%	0%
98% to 99.8%	2%
95% to 97.9%	5%
90% and below	10%

# Note: Server Report needs to be provided by the bidder in this regard after completion of the work within P+5 days where P is the day of polling of last phase of election.

#### **Other SLAs:**

SNo	Particulars	Repairing/Replacement Time	Penalty
1	Faulty/Defective GPS Tracker Device (s)	Within 4 Hours	No Deduction/Penalty
2	Faulty/Defective GPS Tracker Device (s)	Between 4 to 10 Hours	20% cost of the GPS Tracker Device (s)
3	Faulty/Defective GPS Tracker Device (s)	More than 10 Hours	100% cost of the GPS Tracker Device (s)
4	Computer/TV Equipment not working at Control Room	Within 4 Hours	No Deduction/Penalty
5	Computer/TV Equipment not working at Control Room	More than 4 Hours	100% Cost of the Control Room (s)
6	Non-Installation of GPS Tracker Device (s) and equipments at Control Room	N/A	150% Cost of the GPS Tracker Device(s) and 100% Cost of the Control Room (s)

## **8.0 Instructions to the Bidders**

This section specifies the procedures to be followed by bidders in the preparation and submission of their bids. Information is also provided on the submission, opening, and evaluation of bids and the award of contracts. It is important that the bidder carefully

reads and examines the Tender document.

## 8.1 Availability of Tender Document

The Tender document is available and downloadable on <https://eproc2.bihar.gov.in> website: Tender Fees (non-transferable & non-refundable) must be paid online at the e-procurement portal (<https://eproc2.bihar.gov.in>) at the cost borne by the bidder only. The office of the CEO, Bihar in no case be responsible or liable for those costs regardless of the conduct or outcome of the bidding process.

## 8.2 Pre-bid Meetings and Clarifications

- Clarifications:- The prospective Bidder requiring any clarification on the Tender shall contact CEO, Bihar, through email by sending the queries to [ceo\\_bihar@eci.gov.in](mailto:ceo_bihar@eci.gov.in). The queries, if any, shall be submitted by the bidders as per the format given in the **Annexure 4**. CEO, Bihar, would provide clarifications to only those queries which would be received before the due date as mentioned in the Bid data sheet. All future correspondence/corrigendum shall be published on <https://eproc2.bihar.gov.in> only.
- Pre-bid Conference and Issue of Corrigendum.
- A Pre-Bid conference of all the interested bidders shall be held at the scheduled date and time as per the details mentioned in the Bid Data Sheet.
- The CEO, Bihar, reserves the right to make any kind of amendments to the terms and conditions of the Tender before the due date of submission of a bid. Any change/clarification/corrigendum will be uploaded on the <https://eproc2.bihar.gov.in>. This will form a part of this Tender document.
- The CEO, Bihar, at its discretion may extend the due date for the submission of bids.

## 8.3 Preparation and Submission of Proposal

**8.3.1 Completeness of Bids:** - Bidders are advised to study all instructions, forms, terms, requirements, and other information in the Tender document carefully. Submission of a bid shall be deemed to have been done after careful study and examination of the Tender document with a full understanding of its implications. The response to this Tender should be complete in all respects. Failure to furnish the required information or submission of a proposal not substantially responsive to the Tender

requirements, in every respect will be at the bidder's risk and may result in the rejection of its proposal. The Tender Document is not transferable to any other bidder.

**8.3.2** Language :- The bid as well as all correspondence and documents relating to the bid exchanged by the bidder and the client, shall be in English language only.

**8.3.3** Submission of Bid :- The bidders are required to submit soft copies of their bids electronically on the <https://eproc2.bihar.gov.in> Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the <https://eproc2.bihar.gov.in> Portal, preparing their bids according to the requirements, and submitting their bids online on the <https://eproc2.bihar.gov.in> Portal.

More information useful for submitting online bids on the EPROC Portal may be obtained at: <https://eproc2.bihar.gov.in>.

**A. REGISTRATION :- Bidders are required to register in the EPROC (URL: the <https://eproc2.bihar.gov.in>) by clicking on the link "Vendor Registration" on the EPROC Portal.**

1. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
2. Bidders are advised to register their valid email addresses and mobile numbers as part of the registration process. These would be used for any communication from the EPROC Portal.
3. Upon enrolment, the bidders will be required to register **their valid Digital Signature Certificate (DSC) (Class III Certificates with signing + Encryption key usage)** issued by any Certifying Authority recognized by CCA India, with their profile.
4. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible for ensuring that they do not lend their DSCs to others which may lead to misuse.
5. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.

**B. SEARCHING FOR TENDER DOCUMENTS**

1. There are various search options built in the EPROC Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option for advanced search for tenders, wherein the bidders may combine several search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords, etc. to search for a tender published on the EPROC Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the EPROC Portal to intimate the bidders through SMS/e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

### ***C. PREPARATION OF BIDS***

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted and the number of documents - including the names and content of each of the documents that need to be submitted. Any deviations from these may lead to the rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with a black-and white option which helps in reducing the size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates, etc.) has been provided to the bidders. Bidders can upload all such documents. These documents may be directly submitted from the profile & documents area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

### ***D. SUBMISSION OF BIDS***

1. Bidder should log into the site well in advance of bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white-coloured (unprotected) cells with their respective financial quotes and other details (such as the name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, the opening of bids, etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system-generated symmetric key. Further, this key is subjected to asymmetric encryption using buyer's/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. The bid summary has to be printed and kept as an acknowledgment of the

submission of the bid. This acknowledgment may be used as an entry pass for any bid opening meetings.

***E. ASSISTANCE TO BIDDERS***

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Joint Secretary, Office of the Chief Electoral Officer, Bihar (Mobile No. – 8544429904), Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to the EPROC TENDERS Portal, in general, may be directed to the 24x7 EPROC Portal Helpdesk.

***F. The Bidder shall submit the proposals online as described below-***

- a. Proposals that are incomplete or not in the prescribed format may be rejected.
- b. The Technical and Financial proposal should be submitted only through the e-procurement Portal.
- c. Technical Proposal - The proposal should be as per the Technical Proposal format provided in the Annexure 2.
- d. Financial Proposal –The proposal should be submitted in the Financial Bid format provided on the portal (<https://eproc2.bihar.gov.in>)
- e. The Financial Bid should be exclusive of GST which shall be paid as per the prevailing rates but inclusive of all other taxes & duties.
- f. Conditional proposals shall not be accepted on any ground and shall be rejected straight away. If any clarification is required, the same should be obtained before submission of the bids.
- g. Any alteration, erasure, or overwriting shall be valid only if the person or persons signing the bid sign against them with his/their initials.
- h. Bidders are advised to upload the proposals well before time to avoid last-minute issues.
- i. The bid has to be submitted only online at <https://eproc2.bihar.gov.in> website. No physical submission of bids shall be accepted.

**8.4 Late Bids**

Proposals after the due date and time shall not be accepted.

### **8.5 Bid Validity**

The TENDER offer must be valid for one year from the due date of submission of the proposal as mentioned in this TENDER or the subsequent corrigendum (if any).

### **8.6 Cost and Currency**

The offer must be given in Indian Rupees only. The price will remain fixed for the period of the contract and no changes for any reason whatsoever will be allowed. The bidder shall bear all the costs associated with the preparation and submission of its bid, and the client will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

### **8.7 Interpretation of the Clauses in the Tender Document**

In case of any ambiguity in the interpretation of any of the clauses in the Tender Document, the interpretation of the clauses by the Chief Electoral Officer, Bihar shall be final and binding on the bidder. The decision taken by the Chief Electoral Officer, Bihar in the process of Tender evaluation will be full and final.

### **8.8 Amendment of Tender Document**

At any time before the deadline for submission of bids, the CEO, Bihar, for any reason, whether at its initiative or in response to a clarification requested by a prospective bidder, may modify the bid documents by amendment. Any such communication shall be posted on the website and bidders are requested to visit the e-procurement website for updates, modification, and withdrawal of Offers.

### **8.9 Deviations**

The bidder shall not be allowed to make any deviation whatsoever from the terms and conditions and technical specifications specified in the Bid.

### **8.10 Confidentiality**

1. Any attempt by a Bidder to influence the CEO, Bihar, in the evaluation of the bids or Contract award decisions may result in the rejection of its bid.
2. If any Bidder wishes to contact the CEO, Bihar, during/after the opening of the

Bids to award of contract, he may do so in writing.

### **8.11 Legal Jurisdiction**

All legal disputes are subject to the jurisdiction of Courts at Patna only.

### **8.12 Indemnity**

The successful bidder(s) shall indemnify, protect and save the CEO, Bihar, against all claims, losses, costs, damages, expenses, action suits, and other proceedings, resulting from infringement of any patent, trademarks, copyrights, etc., or such other statutory infringements in respect of all components (like system software, software tools, hardware, etc.) and the services rendered under this Bid.

### **8.13 Force Majeure**

1. The successful Bidder(s) shall not be liable for forfeiture of its Performance Bank Guarantee Liquidated Damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
2. For purposes of this clause, "Force Majeure" means an exceptional event or circumstances beyond the control of the Party which such Party could not reasonably have provided against before entering into the contract which having arisen such Party could not reasonably have avoided or overcome and which is not substantially attributable to the other Party. "Party" means Chief Electoral Officer, Bihar or the Selected Agency as the context requires.
3. Force Majeure may include but is not limited to exceptional events or circumstances of the kind which may include but are not restricted to, acts of Government in its sovereign capacity, wars or revolutions, fires, natural catastrophes, earthquake, floods, epidemics, quarantine restrictions, and freight embargoes.
4. If a Force Majeure situation arises, the Bidder shall within a week after the bidder became aware or should have become aware of the relevant event or circumstances constituting Force Majeure, notify the authorized representative of the CEO, Bihar, in writing of such condition and the cause thereof.
5. Unless otherwise directed by the authorized representative of the CEO, Bihar, in writing, the Bidder shall continue to perform its obligations under the Contract as far as it is reasonably practical, and shall seek all reasonable alternative means



for performance not prevented by the Force Majeure event.

6. Notwithstanding any other provision of this Section, Force Majeure shall not apply to obligation of the CEO, Bihar to make payments to the selected agency under the contract

#### **8.14 Right to terminate the process**

1. The CEO, Bihar, reserves the right to accept or reject any tender offer, to annul the tendering process, and to reject all tenders at any time before the award of the contract, without thereby incurring any liability to the affected vendor(s) or any obligation to inform the affected vendor(s) of the grounds for such action.
2. The CEO, Bihar, makes no commitments, explicit or implicit, that this process will result in a business transaction with anyone. Further, this BID does not constitute an offer by CEO, Bihar. The bidder's participation in this process may result in CEO, Bihar, selecting the bidder to engage in further discussions and negotiations.

#### **8.15 Limitation of Liability**

The maximum aggregate liability of a successful bidder(s) shall not exceed the order value.

#### **8.16 Performance Bank Guarantee (PBG)**

The Successful Bidder(s) shall be required to submit a Performance Bank Guarantee of 5% of the work order, within 7 days of issuance of the work order. All charges concerning the PBG shall be borne by the bidder. The PBG shall remain valid for the contract period duration plus six months. The Successful Bidder(s) shall have to submit the Performance Security in the form of a Bank Guarantee. PBG will be discharged/returned by the CEO, Bihar upon being satisfied that there has been due performance of the obligations of the bidder under the contract. However, no interest shall be payable on the PBG.

This Performance Bank Guarantee may be invoked on violation of any of the condition (s) given below:

1. If any of the hardware or services, provided, do not perform satisfactorily.
2. The observed output/deliverables of the project do not follow the approved specification. On submission of the Performance Bank Guarantee, the EMD amount submitted will be released.

#### **8.17 Taxes and Duties**

Rates should be inclusive of taxes & duties including delivery at the site and installation, transportation, insurance & configuration etc. including the GST.

### **8.18 Contract Period**

The duration/validity of this tender will be for the period of two years from the date of issuance of the LoI/work order, extendable by another one year subject to the satisfactory performance by the successful bidder. This extension is not automatic but subject to satisfaction and approval of CEO, Bihar

### **8.19 Delivery Period**

The delivery period should not exceed as mentioned in this RFP from the date of order under any circumstances. CEO, Bihar, reserves the right to extend the delivery period.

### **8.20 Transfer / Sub-Contracting**

The bidder has no right to give, bargain, sell, assign, sublet, or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof. The bidder should submit Notarized copy of Annexure 3A.

### **8.21 Penalty**

Suggested to the bidder to please refer to the SLA in this RFP.

### **8.22 Corrupt / Fraudulent Practices**

The client requires that the bidders under this Bid should observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, the client defines the terms set forth as follows:

1. "Corrupt Practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of the public official in the award of the contract, procurement process, or contract execution;
2. in the event of corrupt practice and fraudulence in addition to penal action as per the terms and conditions of the contract, legal action shall also be initiated against the concerned.
3. "Fraudulent practice" means a misrepresentation of facts to influence the award of

a contract or a procurement process or execution of a contract to the detriment of the client, and includes collusive practice among bidders (before or after the bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the client of the benefits of the free and open competition;

4. The client will suspend the award of the contract if prima-facie it is established that the vendor had engaged in corrupt or fraudulent practices in competing for the contract in question.
5. The client will declare a bidder ineligible after giving an opportunity of being heard, either indefinitely or for a stated period, to be awarded a contract if at any time it is found that the Bidder has engaged in corrupt and fraudulent practices in competing for, or in executing this contract.

## **9 Resolution of Disputes**

1. CEO, Bihar, and the selected Bidder shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
2. If, after ten (10) days from the commencement of such informal negotiations, the CEO, Bihar, and the selected Bidder have been unable to amicably resolve the dispute, either party may require that the dispute be referred for resolution to the formal mechanisms, which may include, but are not restricted to, conciliation mediated by a third party acceptable to both, or in accordance with the Bihar Arbitration Law. All Arbitration proceedings shall be held at Patna and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English.
3. In case the issues are not resolved in the arbitration proceedings then any further legal action by the parties shall be restricted to the jurisdiction of the Court in Patna.

## **10 Earnest Money Deposit (“EMD”)**

The proposal should be submitted with an EMD as follows:

- a. The Bidder shall furnish an EMD as per the amount mentioned in the Bid Data Sheet online through the e-procurement portal <https://eproc2.bihar.gov.in>
- b. No interest shall be payable on EMD under any circumstances.
- c. Unsuccessful Bidder’s Bid security shall be discharged or returned within 60 (sixty) days of the expiration of the period of proposal validity or 30 days

after awarding the Tender to successful Bidder(s).

- d. In case of a successful bidder(s), the EMD shall be discharged upon signing the agreement and submission of the performance bank guarantee.
- e. No exemption in EMD/ Performance Bank Guarantee deposit in any form will be given to any firm/ company/ proprietorship/ corporation/ public undertaking. If the required EMD amount is not submitted, then the bid will be unconditionally rejected.
- f. The EMD shall be forfeited by CEO, Bihar, on account of one or more of the following reasons-
  - If a bidder withdraws his bid during the period of bid validity.
  - If the bidder fails to sign the agreement by terms and conditions (Only in case of a successful bidder(s)).
  - Fails to furnish performance bank guarantee
  - Information given in the proposal is found inaccurate/incomplete.
  - If it is found that the bidder has submitted forged/manipulated documents, or incorrect information in the bid proposal.

## **11 Evaluation Methodology**

### **A. Bid Opening.**

1. Bid Opening shall take place through the e-procurement Portal. Online Proposals submitted along with the EMD/ Performance Bank Guarantee and Tender Fee (Payable Online through the portal) shall be considered for Technical Bid opening as per the timelines mentioned in the Bid Data Sheet.
2. In case of EMD/ Performance Bank Guarantee is not received as per the timeline mentioned in the Bid Data Sheet, the bid submitted in the e-Procurement portal will be rejected.
3. A maximum of two representatives from each Participating Organization would be allowed to attend the Bid Opening. The Bidder's representatives, who may choose to attend the session, can attend the Bid opening at the Date and time mentioned in the Bid Data Sheet or as per the Date and Time revised in the subsequent communication given by CEO, Bihar through <https://eproc2.bihar.gov.in>
4. During bid opening, preliminary scrutiny of the bid documents will be made to determine whether they are complete, whether required EMD has been furnished, and whether the bids are generally in order. Bids not conforming to such preliminary requirements will be prima facie rejected.

5. To assist in the scrutiny, evaluation, and comparison of offers, the CEO, Bihar may, at its discretion, ask some or all the Bidders for clarification of their offers on any of the points mentioned therein and the same may be sent through email. No change in the prices or substance of the bid shall be sought, offered, or permitted, except to confirm that correction of arithmetic errors discovered by the CEO, Bihar in the evaluation of the bids.

**All bids will be evaluated as per the following criteria:**

Chief Electoral Officer, Bihar shall open technical submissions of all Proposals and evaluate for Minimum Eligibility as per Clause 4.

Only those bids that are found to have met the Minimum Eligibility Criteria shall be eligible for Technical Evaluation and those bidders would be invited to make a presentation to the Office of the Chief Electoral Officer, Bihar on their proposals. As part of the Technical Evaluation process, the proposals shall be evaluated as per the evaluation matrix provided in **Clause ahead**.

**Technical Evaluation Matrix**

Sl. No	Criteria	Basis of Evaluation	Max Marks
1	The Bidder must have an average annual turnover of minimum Rs. 10 crores during last 03 (three) Consecutive Financial Years among FY 2021-22; 2022-23; 2023-24	<ul style="list-style-type: none"> <li>• 10 Cr to 20 Cr – 10 Marks</li> <li>• 20 Cr to 30 Cr – 15 Marks</li> <li>• More than 30 Cr – 20 Marks</li> </ul>	<b>20</b>
2	The bidder must have successfully directly executed at least 1 (one) project or deployed as part of a project - GPS Based Vehicle Tracking Solution for Election Conducted by ECI in India <b>or</b> for any other assignment / Project of any Government Department in India, during the last 07 (Seven) years <b>with at least 10,000 GPS units in a single work order.</b>	<ul style="list-style-type: none"> <li>➤ One Work Order 10,000 units. (20 marks)</li> <li>➤ One Work Order Above 10,000 units up to 20,000 units (25 marks)</li> <li>➤ One Work Order more than 20,000 units (30 marks)</li> </ul>	<b>30</b>
3	➤ The bidder should have at least minimum 50 skilled Manpower on their Payroll documented through PF and all statutory compliance or	<ul style="list-style-type: none"> <li>• 50 to 75 Skilled Manpower (10 Marks)</li> </ul>	<b>20</b>

	through any validated document relating to salary payment of insurance document as on date of RFP	<ul style="list-style-type: none"> <li>• Above 75 to up to 100 Manpower (15 Marks)</li> <li>• Above 100 Manpower (20 Marks)</li> </ul>	
4	<p>Approach &amp; Methodology: Presentation by bidders on solution and proposed demonstration of understanding of the requirements.</p> <p># Marks will be given based on face-to-face Presentation at the office of CEO Bihar. Only the bidders who meet the Minimum Eligibility criteria of this RFP shall be called for Presentation as part of the technical Evaluation.</p> <p># Attaching copy of the Presentation as part of the online Technical Bid is not compulsory. Bidders who are invited to present their proposal can submit soft copy of their Presentation after their presentation at the O/o CEO Bihar.</p>	<p>Project Management Plan &amp; Methodology: Maximum <b>10 marks</b></p> <p>Team deployment plan at Districts and HQ including replacement / support plan: Maximum <b>10 marks</b></p> <p>Demonstration of GPS based vehicle tracking system &amp; other technical support mechanism as per technical specification of the RFP: Maximum <b>10 marks</b></p>	30
<b>Total Maximum Marks</b>			<b>100</b>

A bidder will have to score a minimum of 70 Technical Marks to qualify for Financial Bid Opening.

Chief Electoral Officer, Bihar will notify the list of technically qualified Bidders and will notify the date and time of Financial Bid opening through <https://eproc2.bihar.gov.in>

**For the purpose of evaluation of financial bids, the grand total price offered excluding GST** derived by summation of total price of all the items in the Bill of Quantities (BoQ) shall be considered.

For Financial evaluation of the Bids, auto generated Comparative Statement in the web site <https://eproc2.bihar.gov.in> on the basis of the price quoted by different technically responsive Bidders in the Financial Bid shall in general be followed. But, in the event of any technical problem in the software, the manually prepared Comparative Statement shall be applicable in order to finalize the successful bidder(s).

## B. Bid Evaluation

To evaluate the Bid the CEO, Bihar, shall formulate a Tender Evaluation Committee (TEC) (also referred to as "Evaluation Committee"). The Evaluation Committee shall evaluate the Technical and Financial bids as per the following process:

1. The CEO, Bihar, will evaluate and compare the bids that have been determined to be substantially responsive.
2. The Tender Evaluation Committee shall review the Technical Proposal along with the Eligibility Criteria. To assist in the examination, evaluation, and comparison of the bids, and qualification of the Bidders, the Evaluation Committee may, at its discretion, ask any Bidder for a clarification of its bid.
3. The Evaluation committee may seek clarifications on the solution offered by the successful bidder(s) if it so desires.
4. The financial proposals of only those bidders will be opened, who are technically qualified.

#### **C. Failure to Agree with the Terms and Conditions of the BID**

Failure of the successful bidder(s) to agree with the Terms & Conditions of the BID / Contract shall constitute sufficient grounds for the annulment of the proposal or the award, in such event CEO, Bihar would reject the proposal and forfeit the EMD as specified in the document.

#### **D. Financial Bid Evaluation**

The financial bids of technically qualified bidders will be opened. Financial bids, not substantially responsive or incomplete in any manner, are liable to be disqualified. The bidder with the lowest bid value may be declared as Lowest Bidder (L1) and next one as L2 and L3 so on.

During the financial evaluation of the item wise rates quoted by the bidders, unjustified variations, if found may invite either disqualification or negotiation. If the obtained lowest rates are found to be abnormally high, the CEO, Bihar may invite the concerned bidders for negotiations and the CEO, Bihar will accept only those negotiated rates which seems to be justified. In this regard, approved rates of other Line departments of Bihar/Government of India may be taken into consideration. If the bidder fails to justify/comes in mutual agreement during invitation for negotiation, The department may reject such bids.

If the obtained lowest the rates are found to be abnormally low, the CEO, Bihar may place such rates before the duly constituted Evaluation Committee of the CEO, Bihar. After examination as per the resolution of the Committee, the bidder may be asked to justify the quoted rates or such rates may be rejected directly. The decision of the Committee in this

regard shall be final and conclusive. No claims whatsoever will be entertained in this regard.

**E. Method of Selection**

1. The final selection of the Bidder(s) will be based on **Least Cost Selection (LCS)**.
2. The technically qualified bidders with the least grand total price offered inclusive of GST derived by summation of total price of all the items in the Bill of Quantities (BoQ) shall be marked as the L1 and next one as L2 and L3 so on.
3. In the interest of the work, the CEO Bihar will be within his right to distribute/ split the work order among multiple bidders, if considered necessary, provided L-2, L3 so on match the rates offered by L-1.
4. In distribution/splitting of work, whole district will be treated as a unit.
5. The vendor responsible for the district should set up Control Room for the district in addition to the installation of GPS Devices on the Vehicles. In addition, the vendor should make all arrangements at the Control Room at the CEO Office as per the scope and specifications of the RFP.
6. In case L2, L3 so on do not agree to accept L1 rate, the entire quantity will be awarded to L1 bidder.
7. In the interest of the work, if the L1 bidder fails or demonstrates an inability to execute the project as per the specified requirements within the designated period, the CEO Bihar reserves the right to allocate the work to the L2 bidder at the L1 rates and if L2 bidder fails to L3 so on and so forth.
8. The selected Bidder(s) shall be issued a Letter of Intent (LOI)/Work Order.
9. Until a formal agreement is signed, this document along with the Corrigenda and Letter of Intent (LOI)/Work Order shall be binding on the Bidder.
10. The Selected Bidder(s) shall be required to enter into an Agreement with the CEO, Bihar within 5 days of the issue of the Work Order.

**F. Other terms & conditions**

1. The bidder has to ensure that the IT system is duly following the IT Act of the



Government of India and all provisions of cyber security issued by ECI.

2. The successful bidder(s) has to maintain the secrecy of the complete work and in case of breach of secrecy appropriate legal action will be initiated against the successful bidder(s).

## **12 Political Affiliations**

The Bidder of any of its Directors/Promoters should not be associated or affiliated with any political party(ies)/Candidate(s) across the State of Bihar during this tender process and period of contract.

## **13 Modification of the Bids**

Once the Bid is submitted, the bidders are not allowed to modify any parts of their bids

## **14 Conditional Bids**

Conditional Bids will be rejected

## 12. BOQ

{Bidders have to quote online (only) for all items in the BoQ}

Sl. No.	Work Item Description	Unit	Qty.
1	Installation, Commissioning, and Configuration of GPS Tracker Devices inside the Vehicles and their integration with VTS Software (Web Application) including Delivery of VTS Software (Web Application and Hosting of VTS Software) and Technical Support Personnel etc. as per the scope and specifications mentioned in this RFP	<b>Per GPS Tracker Device Per Event</b>	65,000
2	Trained Supervisor (Human Resource) to operate and troubleshoot the VTS System should be available round the clock.	<b>For Control Room at CEO Office</b>	6
3	Control Room Set up at DEO Office as per the scope and specifications mentioned in this RFP	<b>Per Control Room at DEO Office</b>	38

**Note:**

1. The per unit price quoted by the bidder in the online BoQ shall be all inclusive price including GST.
2. The no. of GPS Tracker Device may increase as per demand of the DEO/observer/CEO office.
3. All prices quoted should be all inclusive (installation, repair, transportation cost, human resource, insurance etc.,) including GST.

## FORMATS

### ANNEXURE-1

#### Covering Letter

*(On the Letter head of the Bidder)*

To,

Date:

The Chief Electoral Officer,  
Office of the Chief Electoral Officer of Bihar,  
7 Sardar Patel Marg (Mangles Road),  
Patna – 800 015

Sub: GPS-BASED VEHICLE TRACKING SYSTEM SERVICES

Ref :..... Dear Sir,

With reference to the above, I/We would like to inform you that having examined the RFP Document including guidelines for submission, scope of work etc., we hereby submit all the necessary information and relevant documents for our selection.

We understand that Chief Electoral Officer, Bihar reserves the right to reject any application without assigning any reason thereof. We confirm that our Proposal is valid for a period of 365 days from the date of bid submission.

Yours Faithfully,

(Signature of the Authorized Person)

Date:

Seal:

**ANNEXURE-2**  
**Details of the Bidder**  
*(On the Letter head of the Bidder)*

1	Name of the Agency/organization/Firm (In full in BLOCK LETTERS)	
2	Address of registered & Branch office.	
3	Address of Factory / Works	
4	Authorized Contact Person's Name and Designation	
5	Authorized Contact Person's Phone/Mobile Number and email id	
6	Year of Establishment	
7	PAN and GSTIN	
8	Experience in similar assignments. Total Years	
9	Notarized Affidavit for Non-Blacklisting by State/UT/Central Govt./PSU	Attached / Not Attached

(Signature of the Authorized Person)

Date:

Seal:

**ANNEXURE-3**

**Notarized Affidavit of Non-Blacklisting**

*(On the Letterhead of the Bidder)*

To  
The Chief Electoral Officer,  
Office of the Chief Electoral Officer of Bihar,  
7 Sardar Patel Marg (Mangles Road),  
Patna – 800 015

Sub : Certificate of Non-Blacklisting Ref: RFP No. ....

Sir,

In response to the RFP reference no ....., dated ....., for GPS-BASED VEHICLE TRACKING SYSTEM SERVICES; I/We hereby declare that our agency are not blacklisted either indefinitely or for a particular period of time by any UT/State/Central Government Department or Agency/PSU.

I/We also declare that we fully understand that if this declaration is found to be incorrect then my/our bid may be summarily rejected without prejudice.

Thanking You  
Name of the Bidder

(Signature of Authorized Person)

Date:

Seal:

**ANNEXURE-3A**

**Notarized Affidavit for not Joint  
Venture/Consortiums/Collaboration/Back-to-Back Tendering/Sub-  
letting/Outsourcing/Sub-Contracting**

*(On the Letterhead of the Bidder)*

To  
The Chief Electoral Officer,  
Office of the Chief Electoral Officer of Bihar,  
7 Sardar Patel Marg (Mangles Road),  
Patna – 800 015

Sub : Certificate of Not Working Ref : RFP No. ....

Sir,

In response to the RFP reference no ....., dated ....., for GPS-BASED VEHICLE TRACKING SYSTEM SERVICES; I/We hereby declare that our agency will not further sublet the project by the way of Back-to-Back Tendering/Joint Ventures/Consortiums/Collaboration/Sub-letting/Outsourcing/Sub-Contracting if work order will be issued in my/our agency's favour from your department.

If we will do the project by any of the above-mentioned mode, the department may take action such as blacklisting under rule against our agency/ organization.

Thanking You  
Name of the Bidder

(Signature of Authorized Person)

Date:

Seal:

#### ANNEXURE-4

To  
The Chief Electoral Officer,  
Office of the Chief Electoral Officer of Bihar,  
7 Sardar Patel Marg (Mangles Road),  
Patna – 800 015

Subject: Submission of Pre-Bid Query for IFB .....

#	Page No.	Section No.	Section Name	Statement as per RFP document	Query by bidder
1					
2					
3					

1. Page Number – Page Number of this RFP as reflected at the bottom.
2. Section No. – Example– ‘8’ and not ‘Section 8’
3. Section Name – Example – Scope of Work (Should be the same as provided in the RFP)

Note–

1. The queries preferably are to be submitted in the format. The bidders should ensure that they enter correct details in the format. In case of any inappropriate details being mentioned the CEO Bihar shall not be responsible for the same and such queries may be discarded from providing any response.
2. The bidders to ensure that no cell merging (in excel) is done by them while preparing the query. The bidders to ensure that each of the query submitted by them is unique and no duplicate query is submitted by them because of copy-paste. It is expected by the bidder to carry out its own due- diligence before submitting the queries.
3. Bidders are expected to do a thorough check of the queries and ensure the completeness of the queries and spelling checks etc. before submitting the same to the Office of the CEO.

Thanking You  
Name of the Bidder

(Signature of Authorized Person)

Date:

Seal:

## ANNEXURE-5

### CERTIFIED TURNOVER CERTIFICATE

<b>Name of Organization:</b>		
Annual turnover for last three Financial Years:		
FY 2021-22; 2022-23 & 2023-24		
<b>Sl. No.</b>	<b>Financial Year</b>	<b>Turnover in INR Crores</b>
<b>1</b>	FY 2021-22	
<b>2</b>	FY 2022-23	
<b>3</b>	FY 2023-24	
<b>4</b>	<b>Average Annual Turnover of the above Three Financial Years</b>	

*\*Bidder may use their own format but the same must reflect the above required information.*

*\*\*Note: Copies of CA Certified Turnover Certificate with UDIN clearly mentioning the Financial Year's Turnover to be attached herewith.*

Name of the Bidder

(Signature of the Authorized Person)

Date:

Seal:



## ANNEXURE-6

### DETAILS OF ASSIGNMENTS

*(On the Letterhead of the Bidder)*

Sl. No.	Client Name and Address	Name of the Work	Year of the Work	Value of Work (in INR)

*\*\*Note: Self-attested copies Work Orders / Completion Certificates / Notarized self-certificates to be attached for each assignment.*

Name of the Bidder

(Signature of Authorized Person)

Date:

Seal:

**ANNEXURE-7**

**Technical Compliance**

*(On the Letter head of the Bidder)*

To  
The Chief Electoral Officer,  
Office of the Chief Electoral Officer of Bihar,  
7 Sardar Patel Marg (Mangles Road),  
Patna – 800 015

Sub: GPS-BASED VEHICLE TRACKING SYSTEM SERVICES

Re: RFP No. ....

Dear Sir,

With reference to the above, I/We would like to inform you that having examined the RFP Document including scope of work and technical requirements etc. and I/we confirm that the solution proposed by us is compliant to the scope and specifications mentioned in the tender.

Yours Faithfully,

(Signature of the Authorized  
Person)Date: Seal:

**ANNEXURE-8**

**(Format)**

**CERTIFICATE BY DISTRICT ELECTION OFFICER (DEO)**

This is to certify that GPS Based Vehicle Tracking System has been successfully provided as perfollowing Details:

1. Election District Name : .....
2. Number of vehicles where GPS Installed : .....
3. Control Room setup (Yes/No) : .....
4. Remarks of DEO (if any) : .....

Signature & Seal of DEO : .....

Name of the DEO : .....

Date : .....

\*\*\*\*\* End of the Document \*\*\*\*\*