

**Government  
eProcurement  
System**

## eProcurement System Government of India

### Tender Details

Date : 15-May-2025 05:23 PM

Print

#### Basic Details

<b>Organisation Chain</b>	Directorate General of Shipping		
<b>Tender Reference Number</b>	25-44/5/2023-NT-DGS-24732		
<b>Tender ID</b>	2025_DGS_860271_1	<b>Withdrawal Allowed</b>	Yes
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	EOI
<b>Tender Category</b>	Services	<b>No. of Covers</b>	1
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	No
<b>Payment Mode</b>	Not Applicable	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

#### Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.pdf	Technical Qualification documents 1
		.pdf	Technical Qualification Documents 2

#### Tender Fee Details, [Total Fee in ₹ \* - 0.00]

<b>Tender Fee in ₹</b>	0.00		
<b>Fee Payable To</b>	Nil	<b>Fee Payable At</b>	Nil
<b>Tender Fee Exemption Allowed</b>	No		

#### EMD Fee Details

<b>EMD Amount in ₹</b>	0.00	<b>EMD Exemption Allowed</b>	No
<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA
<b>EMD Payable To</b>	Nil	<b>EMD Payable At</b>	Nil

[Click to view modification history](#)

#### Work /Item(s)

<b>Title</b>	Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform				
<b>Work Description</b>	Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform				
<b>Pre Qualification Details</b>	Please refer Tender documents.				
<b>Independent External Monitor/Remarks</b>	NA				
<b>Show Tender Value in Public Domain</b>	No				
<b>Tender Value in ₹</b>	0.00	<b>Product Category</b>	Miscellaneous Services	<b>Sub category</b>	NA
<b>Contract Type</b>	Tender	<b>Bid Validity(Days)</b>	60	<b>Period Of Work(Days)</b>	NA
<b>Location</b>	Directorate General of Shipping, Mumbai	<b>Pincode</b>	400042	<b>Pre Bid Meeting Place</b>	NA
<b>Pre Bid Meeting</b>	NA	<b>Pre Bid Meeting Date</b>	NA	<b>Bid Opening Place</b>	Online

Address					
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

<b>Critical Dates</b>			
Publish Date	15-May-2025 06:00 PM	Bid Opening Date	10-Jun-2025 03:00 PM
Document Download / Sale Start Date	15-May-2025 06:00 PM	Document Download / Sale End Date	09-Jun-2025 03:00 PM
Clarification Start Date	16-May-2025 09:00 AM	Clarification End Date	26-May-2025 06:00 PM
Bid Submission Start Date	16-May-2025 10:00 AM	Bid Submission End Date	09-Jun-2025 03:00 PM

<b>Tender Documents</b>				
NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	EOI Document	1165.66
Work Item Documents	S.No	Document Type	Document Name	Document Size (in KB)
	1	Tender Documents	EOI.pdf	1149.18

<b>Bid Openers List</b>			
S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	madhavpatil.dgs@gov.in	Madhav Patil	MADHAV DAMODAR PATIL
2.	rgupta-dgs@gov.in	Ram Sajjan Gupta	RAM SAJAN GUPTA
3.	amohd-dgs@nic.in	ASH MOHOMAD	ASH MOHOMAD

<b>GeMARPTS Details</b>	
GeMARPTS ID	AZ7Z30W3BSXS
Description	Not Available
Report Initiated On	15-May-2025
Valid Until	14-Jun-2025


<b>Tender Properties</b>			
Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	NIL	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	NIL	Form Based BoQ	No

<b>TIA Undertaking</b>			
S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	<a href="#">PPP-MII Order 2017</a>	Agree	
2	<a href="#">MSEs Order 2012</a>	Agree	

<b>Tender Inviting Authority</b>	

 <b>Government eProcurement System</b>	<b>Name</b>	Dy NA
	<b>Address</b>	9th Floor Beta Building, i-Think Techno Campus, Kanjurmarg East, Mumbai, Maharashtra 400042
<b>Tender Creator Details</b>		
	<b>Created By</b>	Madhav Patil
	<b>Designation</b>	Assistant
	<b>Created Date</b>	15-May-2025 05:17 PM

**Request for Expression of Interest (REOI)**  
for  
Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for  
Geospatial Data Standards for Geospatial Platform

**Published by:**

Directorate General of Shipping, Govt. of India  
9th Floor, Beta Building,  
i-Think Techno Campus, Kanjurmarg (East), Mumbai - 400 042, India

15<sup>th</sup> May 2025

Reference No: 25-44/5/2023-NT-DGS(comp.no.24732)

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## **Part I: REOI Process**

### **SECTION I: Request for Expression of Interest (REOI)**

#### **1. Invitation**

##### **Organisation Background / About DGS**

The Directorate General of Shipping (DGS), an attached office of the Ministry of Ports, Shipping and Waterways, Govt. of India, deals in matters relating to merchant shipping. The DGS deals with all matters concerning the Maritime Administration, Maritime Education and Training, development of Shipping Industry and other related subjects.

This Directorate deals with implementation of shipping policy and legislation so as to ensure the safety of life and ships at sea, prevention of marine pollution, promotion of maritime education and training in co-ordination with the International Maritime Organisation, regulation of employment and welfare of seamen, development of coastal shipping, augmentation of shipping tonnage, examination and certification of Merchant Navy Officers, Supervision and Control of the allied departments and officer under its administrative jurisdiction.

The details about DGS and its functions are available at website <https://www.dgshipping.gov.in>

The Directorate General of Shipping (DGS) through (hereinafter referred to as ‘the Authority’, ‘the Head of Procurement’, ‘the Procuring Entity’ and ‘the Procuring Organisation’ respectively), invites Request for Expression of Interest (hereinafter referred as the ‘REOIs’) from eligible and qualified Indian companies/agencies for Selection of GIS Agency/Consultancy Firm for Complete development and implementation of Geospatial Portal, Directorate General of Shipping, Govt. of India

Applicants meeting the qualification criteria would be shortlisted and may be invited for presentation before the selection committee of the Directorate General of Shipping for the final selection. The date and venue of the presentation will be intimated with bidders later. It may be noted that the information in this REOI is indicative only and is liable to change. The actual Scope of Work will be available in the Request for Proposal (RFP) document.

##### **Project Background / About Geospatial Portal**

In today’s rapidly evolving maritime landscape, efficient management of port areas is key to sustaining global trade and economic growth. Port authorities and government agencies are increasingly turning to geospatial intelligence to enhance the planning, operation, and sustainability of these complex hubs. Traditionally, data on

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port infrastructure, land use, environmental conditions, and security has been scattered across various systems, leading to delays, redundancies, and incomplete insights.

A centralized Geospatial Platform dedicated to Port Areas offers a transformative solution by consolidating diverse spatial datasets from Geographical boundary, Port and harbour asset inventories and infrastructure blueprints to environmental and sensors data into one unified repository. It will empower users with powerful visualization tools to analyse spatial patterns, visualize infrastructure and asset management, and track environmental impacts. This comprehensive approach not only streamlines port operations but also enables proactive decision-making, regulatory compliance and ensuring that ports remain safe, efficient, and sustainable in the face of growing global demands.

Key functionalities of this platform include:

- **Comprehensive Data Integration:** Aggregates geospatial data from multiple sources to provide a holistic view of port assets, land use, and environmental conditions.
- **Advanced Analytics and Visualization:** Empowers users with robust tools to analyse spatial patterns, visualize infrastructure and asset management, and monitor environmental impacts.
- **Enhanced Decision Support:** Offers timely and accurate insights that support strategic planning, security management, and emergency preparedness within port areas.
- **Data Interoperability:** Facilitates seamless integration of different data formats and standards, promoting collaboration among port authorities, private enterprises, and research institutions.

By unifying fragmented datasets, this innovative platform transforms port areas into smart, resilient, and sustainable centres of maritime commerce.

## 2. Instructions for REOI

### 2.1 Important Dates

Sr No.	Particulars	Date
1.	Date of availability of REOI on CPPP portal	15/05/2025; 18:00 Hrs.
2.	Start date to receive queries	16/05/2025; 10:00 Hrs.
3.	Last date for submission of queries	26/05/2025; 18:00 Hrs.
4.	Start date for submission of EOI response	16/05/2025; 10:00 Hrs.
5.	Last date for submission of EOI response	09/06/2025; 15:00 Hrs.
6.	Opening of Bids	10/06/2025; 15:00 Hrs.



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## **2.2 Advertisement of REOI**

The REOI document shall be published on Central Public Procurement Portal – CPPP (<https://www.eprocure.gov.in>), official website of DGS (<https://www.dgshipping.gov.in>). All corrigenda, addendums, amendments, date change to REOI shall be posted at the aforesaid portals and no separate notification shall be issued.

## **2.3 Governing Language and Law**

The REOI submitted by the GIS Agency/Consultancy Firm and all subsequent correspondence and documents relating to the REOI exchanged between the GIS Agency/Consultancy Firm and the DGS, should be written in the language specified in Section II: Appendix (or English if nothing is specified – here in after referred to as the ‘REOI Language’). However, the language of any printed literature furnished by the GIS Agency/Consultancy Firm in connection with its REOI may be written in any other language provided a certified translation accompanies the same in the REOI language. For interpretation of the REOI, translation in the language of the REOI shall prevail.

The REOI process shall be subject to the laws of the Union of India and the exclusive jurisdiction of courts relevant to the address of the Tender Inviting Authority.

## **2.4 Acronyms**

The following Acronyms have been used in this REOI document:

REOI	Request for Expression of Interest
DGS	Directorate General of Shipping
MoPSW	Ministry of Ports, Shipping and Waterways
ERP	Enterprise Resource Planning
KYC	Know Your Customer
PF	Provident Fund
MIS	Management Information System
GST	Goods and Services Tax
CDC	Continuous Discharge Certificate
TAT	Turnaround Time
QCBS	Quality and Cost-Based Selection
AMC	Annual Maintenance Contract

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UAT	User Acceptance Testing
CERT-IN	Indian Computer Emergency Response Team
STQC	Standardization Testing and Quality Certification
DC	Data Centre
DR	Disaster Recovery
ISO	International Organization for Standardization
CMMI	Capability Maturity Model Integration
EPF	Employees' Provident Fund
ESI	Employees' State Insurance
GSTIN	Goods and Services Tax Identification Number
JV/C	Joint Venture/Consortium
RFP	Request for Proposal
MoU	Memorandum of Understanding
AI	Artificial Intelligence
RBAC	Role-Based Access Control
MFA	Multi-Factor Authentication
SIEM	Security Information and Event Management
GIS	Geographic Information System

## **2.5 The Contents of the REOI document**

This REOI document provides the relevant information and instructions to assist the prospective GIS Agency/Consultancy Firm in preparing and submitting REOIs. It also includes the mode and procedure for receipt/ opening, evaluation of REOIs, and shortlisting of the GIS Agency/Consultancy Firms.

### **Part I: REOI process**

- 1) Section I: Request for Expression of Interest (REOI)
- 2) Section II: Appendix
- 3) Section III: Qualification Criteria

### **Part II: Schedule of Requirements**

- 1) Section IV: Terms of Reference

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## **Part III: REOI Submission Formats**

- 1) Form 1: REOI Form (Covering Letter)
  - a) Form 1.1: GIS Agency/Consultancy Firm Information
  - b) Form 1.2: Eligibility Declarations
- 2) Form 2: Qualification Criteria – Compliance
  - a) Form 2.1: Performance Capability Statement
  - b) Form 2.2: Financial Capability Statements
    - i) Form 2.2.1: Financial Statement
    - ii) Form 2.2.2: Average Annual Turnover
- 3) Form 3: Checklist for GIS Agency/Consultancy Firm
- 4) Form 4: Declaration for No Conflict of Interest
- 5) Form 5: Details of ineligibility for corrupt or fraudulent practices / blacklisted with any of the Government or Public Sector Units
- 6) Form 6: Authorisation to Attend Pre-REOI Conference
- 7) Form 7: Other information required

### **2.5.1 Section II: Appendix**

Variable parameters and information related to this specific REOI process are summarised in the appendix. If additional sections/ appendices are included in a specific REOI, these would be detailed in Section II: Appendix.

### **2.5.2 Section III: Qualification Criteria:**

This section lays down the Qualifying Criteria for shortlisting the GIS Agency/Consultancy Firm. The GIS Agency/Consultancy Firm must have requisite experience with assignments similar in nature in general and specific sectors relevant to the subject assignment. Unless otherwise stated in Section II: Appendix, the GIS Agency/Consultancy Firm may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture/consortium (JV/C) and/or a sub-consultancy. In response to this section the GIS Agency/Consultancy Firm must submit Form 2: Qualification Criteria – Compliance and its sub-forms 2.1, 2.2, 2.2.1 and 2.2.2.

### **2.5.3 Section IV: Terms of Reference (TOR)**

‘Section IV: Terms of Reference (TOR)’ describes the background, purpose/ objectives, description/ scope, deliverables/ outcomes, and timelines of Services (hereinafter called the ‘Service’) required. The ‘Service’ may include incidental Goods, Works, and other Services if so, indicated therein. Any generic reference the ‘Service’ shall be deemed to include such incidental Goods, Works, and other Services.

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### **2.5.4 REOI Formats for submission (To be filled, digitally signed, and uploaded by GIS Agency/Consultancy Firm)**

The GIS Agency/Consultancy Firm must fill, digitally sign and upload the REOI in the Formats given in Part III: REOI Submission Formats.

## **2.6 Corrigenda/Addenda to the REOI document**

- 1) Before the deadline for submitting REOIs, the DGS may update, amend, modify, or supplement the information, assessment or assumptions contained in the REOI document by issuing corrigenda and addenda. The corrigenda and addenda shall be published in the same manner as the original REOI document. The GIS Agency/Consultancy Firms must check the website(s) for any corrigenda/ addenda. Any corrigendum or addendum thus issued shall be considered a part of the REOI document.
- 2) If considered necessary, the DGS may suitably extend the REOI submission deadline to give reasonable time to the prospective GIS Agency/Consultancy Firms to take such corrigendum/ addendum into account in preparing their REOI. After the DGS makes such modifications, any GIS Agency/Consultancy Firm who has submitted his REOI shall have the opportunity to either withdraw his REOI or re-submit his REOI superseding the original REOI within the extended time of submission as per Clause 8.4 below.
- 3) The DGS may extend the deadline for the REOI submission by issuing an amendment. In such a case, all rights and obligations of the DGS and the GIS Agency/Consultancy Firms previously subject to the original deadline shall then be subject to the new deadline for the REOI submission.

## **3. DGS – Right to reject any or all REOIs**

The issue of the REOI document does not imply that the Procuring Entity is bound to shortlist GIS Agency/Consultancy Firms. The Procuring Entity reserves its right to accept or reject any or all REOIs, abandon/ bypass/ cancel the REOI process and issue another REOI for the same or similar Services before or after shortlisting prospective GIS Agency/Consultancy Firms. It would have no liability to the affected GIS Agency/Consultancy Firms or any obligation to inform the affected GIS Agency/Consultancy Firms of the grounds for such action(s).

## **4. Participation IN REOI – Eligibility Criteria**

### **4.1 Eligibility Criteria**

Subject to other provisions in the REOI document, participation in this shortlisting process is open to all GIS Agency/Consultancy Firm who fulfil the ‘Eligibility’ and ‘qualification’ criteria. The GIS Agency/Consultancy Firm should meet the following eligibility criteria as of the date of their REOI submission and should continue to meet these until the subsequent RFP process and contract award. The GIS Agency/Consultancy Firm shall be

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required to demonstrate fulfilment of the Eligibility Criteria in Form 1.2 (Eligibility Declarations). The GIS Agency/Consultancy Firm unless otherwise stipulated in Section II: Appendix.

<b>EC #</b>	<b>Condition</b>	<b>Criteria</b>	<b>Supporting Document</b>
<b>EC1</b>	<b>Legal Entity</b>	The bidder / Lead Bidder must be a private entity (a Consulting Company/ LLC/ LLP /Partnership firm/ Society registered in India under the Companies Act, 1956, 2013, 2020 / LLP Act, 2008 and subsequent amendments thereto), a public Entity (Government-owned enterprise or institution), or unless otherwise stipulated in Section II: Appendix - Joint Venture/ Consortium (an association of several persons, firms, or companies - hereinafter referred to as JV/C).	Copy of certificate for Registration  To be submitted for - <ul style="list-style-type: none"> <li>• Single Bid - Bidder</li> <li>• Consortium Bid – Lead Bidder</li> </ul>
<b>EC2</b>	<b>Registration Certification by the concerned authority/government</b>	The bidder / Lead Bidder must have valid registration regarding GSTIN, PAN, EPF, ESI, Labour, or equivalent registration certificate issued by the concerned authority/government as applicable to the subject Services.	Copy of certificate for Registration  To be submitted for - <ul style="list-style-type: none"> <li>• Single Bid – Bidder</li> <li>• Consortium Bid – Lead Bidder</li> </ul>
<b>EC3</b>	<b>Declaration of Insolvency, Bankruptcy, etc.</b>	The bidder / Lead Bidder must not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended, and must not be the subject of legal	Declaration by authorised signatory in Form 1.2  In case of: <ul style="list-style-type: none"> <li>• Single Bid – Bidder</li> <li>• Consortium Bid – All members</li> </ul>

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EC #	Condition	Criteria	Supporting Document
		proceedings for any of aforesaid reasons.	
EC4	<b>Blacklisting by Govt.</b>	<p>i. The bidder / Lead Bidder must not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its procurement processes; and/ or</p> <p>ii. Not be convicted (within three years preceding the last date of EOI submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of the Government of India from participation in procurement processes of all its entities, for:</p> <ol style="list-style-type: none"> <li>offenses involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or</li> <li>offenses under the Indian Penal Code or any other law for causing any loss of life/ limbs/ property or endangering Public Health during the execution of a public procurement</li> </ol>	<p>Declaration by authorised signatory in Form 1.2</p> <p>In case of:</p> <ul style="list-style-type: none"> <li>Single Bid – Bidder</li> <li>Consortium Bid – All members</li> </ul>

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EC #	Condition	Criteria	Supporting Document
		<p>contract and/ or</p> <p>c. suspected to be or of doubtful loyalty to the Country or a National Security risk as determined by appropriate agencies of the Government of India.</p> <p>iii. Not have changed its name or created a new “Allied Entity”, consequent to having declared ineligible/ suspended/ blacklisted/ banned/ debarred as above</p>	
<b>EC5</b>	<b>Conflict of Interest</b>	<p>The bidder / Lead Bidder must Not have a conflict of interest (as defined in clause 4.5, Conflict of Interest below), which substantially affects fair competition. No attempt should be made to induce any other Bidder to submit or not to submit an EOI to restrict competition.</p>	<p>Declaration by authorised signatory in Form 1.2</p> <p>In case of:</p> <ul style="list-style-type: none"> <li>• Single Bid – Bidder</li> <li>• Consortium Bid – All members</li> </ul>

Not have a conflict of interest (as defined in clause 4.5 below), which substantially affects fair competition. No attempt should be made to induce any other GIS Agency/Consultancy Firm to submit or not to submit an REOI to restrict competition.

## **4.2 Eligibility of GIS Agency/Consultancy Firm from Restricted Countries**

### **4.2.1 Restrictions based on Reciprocity.**

Entities from countries (if so, identified in Section II: Appendix) as not allowing Indian companies to participate in their Government procurement shall not be allowed to participate (directly or as a sub-

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contractor or as a member of a JV/C) on a reciprocal basis in this REOI process under the “Public Procurement (Preference to Make in India) Order 2017<sup>1</sup>” (MII – para 10 -d) of Department for Promotion of Industry and Internal Trade, (DPIIT). The GIS Agency/Consultancy Firm must apprise themselves of the latest version of this order.

### **4.2.2 Restrictions based on Land Borders**

Order (Public Procurement No. 1) issued by the Government of India (Ministry of Finance Department of Expenditure Public Procurement Division) restricting procurement from GIS Agency/Consultancy Firm from certain countries that share a land border with India shall apply to this procurement. The GIS Agency/Consultancy Firm must apprise themselves of the latest version of this order. Any GIS Agency/Consultancy Firm from a country that shares a land border with India, excluding countries to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects (as listed on the website of the Ministry of External Affairs), – hereinafter called ‘Restricted Countries’ shall be eligible to participate in this REOI, only if the GIS Agency/Consultancy Firm is registered with the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). The GIS Agency/Consultancy Firm shall enclose the certificate in Form 1 - REOI Form.

### **4.3 Sub-Consultants/Sub-Contracting**

The GIS Agency/Consultancy Firm may propose to associate Sub-consultants for specialised parts of the Services provided their names and details are clearly stated in the REOI. Such Sub- consultants should not circumvent the eligibility condition laid down above. The value of such sub-contracts shall not exceed the limit specified (25% of the contract price, if not specified) in Section II: Appendix. Nevertheless, the GIS Agency/Consultancy Firm shall solely remain responsible for sub-contracted portions of the Services. Key and non-key personnel, whether full-time employees or on contract, shall not be considered sub-consultants. Procurement of incidental goods, equipment hires, or labour engagement shall not be treated as sub-contracting.

### **4.4 Joint Venture/Consortium (JV/C)**

- 1) In the case where a GIS Agency/Consultancy Firm is or proposes to be a Joint Venture/ Consortium (that is, an association of several persons, firms, or companies - hereinafter referred to as JV/C), then unless otherwise specified in Section II: Appendix, in JV/C:
  - a) members should not be more than four (04)
  - b) no member should have less than 10% participation.
  - c) members having participation between 10% and 20% shall be termed as non-substantial members.
  - d) Members having more than 20% participation shall be termed as substantial members.
  - e) The Lead member must have at least 40% participation.



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- f) The lead member/consultant and various categories of members of the JV/C must be identified.
  - g) Number of non-substantial members shall not be more than one (01)
- 
- 2) The JV/C and all members must satisfy all the eligibility requirements in this REOI document.
  - 3) JV/C and its members must jointly meet the qualification criteria in Section III
    - Qualification Criteria. The technical/ experience qualification of all JV/C members (substantial members, Lead member and non-substantial members) shall be evaluated jointly as per Evaluation Criteria. However, for financial criteria of qualification, credentials of substantial and lead members (excluding non-substantial members) shall only be considered.
  - 4) All the members shall be jointly and severally liable for the entire contract if selected in the RFP Process.

**4.5 Conflict of Interest**

- 1) Any GIS Agency/Consultancy Firm with a conflict of interest that affects fair competition shall not be eligible to participate in this procurement process. REOIs found to have a conflict of interest shall be rejected as nonresponsive. Consultant shall be required to declare the absence of such conflict of interest in Form 1.2 - Eligibility Declarations. A consultant in this procurement process shall be considered to have a conflict of interest if the consultant:
  - a. directly or indirectly controls, is controlled by or is under common control with another Consultant; or
  - b. receives or has received any direct or indirect subsidy/ financial stake from another GIS Agency/Consultancy Firm; or
  - c. has the same correspondence address or same legal representative/ agent as another GIS Agency/Consultancy Firm for purposes of this REOI; or
  - d. has a relationship with another GIS Agency/Consultancy Firm, directly or through common third parties, which puts it in a position to have access to information about or influence the REOI of another GIS Agency/Consultancy Firm; or
  - e. would be providing goods, works, or non-consulting services resulting from or directly related to consulting services that it provided (or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm) for the procurement planning (inter-alia preparation of feasibility/ cost estimates/ Detailed Project Report (DPR), design/ technical specifications, terms of reference (TOR)/ Activity Schedule/ schedule of requirements or the REOI/ RFP Document etc) of this procurement process; or
  - f. has a close business or family relationship with a staff of the Procuring Organisation who:

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- i. are directly or indirectly involved in the preparation of the REOI document or Terms of Reference of the procurement process and/or the evaluation in REOI and/ or RFP process;  
or
  - ii. would be involved in the implementation or supervision of the resulting contract
  - iii. Any conflict stemming from such a relationship must be reported and resolved in a manner acceptable to the Procuring Entity throughout the REOI and RFP processes and execution of the contract.
  - iv. A GIS Agency/Consultancy Firm may participate as a sub-consultant in more than one bid but only in that capacity (i.e., without bidding in an individual capacity). Bids submitted in violation of this procedure will be rejected.
- 2) Participation of only One Entity from Affiliates: Only one entity from among a GIS Agency/Consultancy Firm and its affiliates (that directly or indirectly control or are controlled by or are under common control with that firm) individually or as part of a joint venture or as a Sub-consultant shall be permitted to participate in REOI.
- 3) The GIS Agency/Consultancy Firm shall furnish information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this REOI and RFP process.

### **5. Purchase preference policies of the government.**

#### **5.1 Relaxation in Prior Turnover and Experience to Start-ups**

### **6. Downloading the REOI document, clarifications and pre-EOI conference**

#### **6.1 Availability and Downloading of the REOI Document**

The REOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work, etc. is enclosed. REOI document is also available for downloading from the CPPP Portal (<https://eprocure.gov.in/eprocure/app>) and from DGS website [www.dgshipping.eov.in](http://www.dgshipping.eov.in). Further details, if any, may be obtained from **Capt. Nitin Mukesh, Deputy Nautical Adviser -cum-Senior Deputy Director General of Shipping (T)**, 9th Floor, BETA Building, I-Think Techno Campus, Kanjur Village Road, Kanjurmarg (E), Mumbai-400042. Email: [n.mukesh@gov.in](mailto:n.mukesh@gov.in)

Interested GIS Agency/Consultancy Firms should provide sufficient and relevant information demonstrating that they meet the specified eligibility criteria and have the required qualifications to be shortlisted for providing the Services.

#### **6.2 Clarifications**

A GIS Agency/Consultancy Firm may seek clarification of the REOI document through the eProcurement portal (<https://eprocure.gov.in/eprocure/app>) before the date and time prescribed in Section II: Appendix (or, if not

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mentioned, before fourteen days of the deadline for the REOI submission). This deadline shall not be extended in case of any intervening holidays. No other means of submission of queries shall be entertained. All such queries shall relate to the REOI document alone, and queries related to a detailed analysis of Reference, payment terms and mode of selection shall only be entertained during the RFP Process. The Procuring Entity shall respond no later than seven days before the deadline for REOI submission. The query and clarification shall be shared with all prospective GIS Agency/Consultancy Firms on the portal without disclosing its source. If required, the Procuring Entity may modify the REOI document that may become necessary due to the clarification through an Addendum/ Corrigendum issued as per clause 2.4 above

### **6.3 Pre-EOI Conference**

- 1) If a Pre-EOI conference is stipulated in Section II: Appendix, prospective GIS Agency/Consultancy Firms interested in participating in this REOI may attend a pre-EOI conference to clarify the conditions of the REOI process at the venue, date and time specified therein. Participation in the Pre-EOI conference is not mandatory but is restricted to prospective GIS Agency/Consultancy Firms who have registered for the pre-EOI conference.
- 2) The date and time by which the written queries for the pre-EOI must reach the authority and the last date for registration for participation in the pre-EOI conference are also mentioned in Section II: Appendix. If the dates are not mentioned, such date and time shall be seven days before the date and time of the pre-EOI conference.
- 3) Delegates participating in the pre-EOI conference must provide a photo identity and an authorization letter in case of physical meeting: "Authorization to Attend Pre-EOI Conference" from their organization; else, they shall not be allowed to participate. The Pre-EOI conference may also be held online at the discretion of the Procuring Entity.
- 4) After the Pre-EOI conference, minutes of the pre-EOI conference (including the questions asked in writing and those asked during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting, shall be published on the Procuring Entity's Portal within seven days from the pre-EOI conference. If required, a clarification letter and corrigendum to the REOI document shall be issued, containing amendments, if any, of various provisions (including the TOR, if required) of the REOI document, which shall be deemed part of the REOI document. As per clause 2.4 above, the Procuring Entity may suitably extend by at least three days the deadline for the REOI submission to give reasonable time to the prospective GIS Agency/Consultancy Firms to consider such clarifications in preparing their REOIs.

## **7. Preparation of REOI**

### **7.1 REOI Submission Formats:**

The GIS Agency/Consultancy Firm must fill and submit the REOI in the Formats in Part III - REOI Submission Formats'. REOI by the GIS Agency/Consultancy Firm shall include inter-alia duly signed or digitally signed scanned copies of the original documents in pdf format.

### **7.2 EOI Validity**

- 1) Unless specified to the contrary in Section II: Appendix, REOIs shall remain valid for a period not less than 60 (sixty) days from the deadline for the REOI submission stipulated in Section II: Appendix. An REOI valid for a shorter period shall be rejected as nonresponsive.
- 2) In case the day up to which the REOIs are to remain valid falls on/ subsequently declared a holiday or closed day for the Procuring Entity, the REOI validity shall automatically be deemed to be extended up to the next working day.
- 3) In exceptional circumstances, before the expiry of the original time limit, the Procuring Entity may request the GIS Agency/Consultancy Firm to extend the validity period for a specified additional period. The request and the consultants' responses shall be made in writing or electronically. A GIS Agency/Consultancy Firm may agree to or reject the request. A GIS Agency/Consultancy Firm who has agreed to the Procuring Entity's request for extension of EOI validity, however, in no case he shall be permitted to modify his REOI.

## **8. Signing and uploading of REOIs**

### **8.1 Relationship between GIS Agency/Consultancy Firm and eProcurement Portal**

The Procuring Entity is neither a party nor a principal in the relationship between the GIS Agency/Consultancy Firm and the organization hosting the e-procurement portal (<https://eprocure.gov.in/eprocure/app>) (hereinafter called the portal). GIS Agency/Consultancy Firms must comply with the rules, conditions, regulations, procedures, and implied conditions/ agreements of the eProcurement portal, including registration, compatible Digital Signature Certificate (DSC) etc. GIS Agency/Consultancy Firms shall settle clarifications and disputes, if any, regarding the portal directly with them. In case of conflict between provisions of the portal with the REOI document, provisions of the portal shall prevail. GIS Agency/Consultancy Firms may study the resources provided by the Portal for GIS Agency/Consultancy Firms.

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## **8.2 Signing of REOI**

The individual signing/ digitally signing the REOI or any other connected documents should submit an authenticated copy of the document(s), which authorizes the signatory to commit and submit REOIs on behalf of the GIS Agency/Consultancy Firm along with Form 1.1: GIS Agency/Consultancy Firm Information.

## **8.3 Submission/Uploading of REOIs**

### **8.3.1 Submission/Uploading to the Portal**

- 1) REOIs must be uploaded on the eProcurement Portal (<https://eprocure.gov.in/eprocure/app>) mentioned in Section II: Appendix until the submission deadline. If the office happens to be closed on the deadline to submit the REOIs as specified above, this deadline shall not be extended. No manual REOIs shall neither be made available nor accepted for submission. REOI submitted through modalities other than those stipulated in Section II: Appendix shall be liable to be rejected as nonresponsive.
- 2) In the case of downloaded documents, GIS Agency/Consultancy Firms must not make any changes to the contents of the documents while uploading, except for filling in the required information. Otherwise, the REOI shall be rejected as nonresponsive. Uploaded Pdf documents should not be password protected. GIS Agency/Consultancy Firms should ensure the clarity/ legibility of the scanned documents uploaded by them.
- 3) The date and time of the e-Procurement server clock, which is also displayed on the dashboard of the GIS Agency/Consultancy Firm, shall be taken as the reference time for deciding the closing time of REOI submission. GIS Agency/Consultancy Firms are advised to ensure they submit their REOI within the deadline of REOI submission, taking the server clock as a reference, failing which the portal shall not accept the REOIs. No request on the account that the server clock was not showing the correct time and that a particular GIS Agency/Consultancy Firm could not submit their REOI because of this shall be entertained. Failure or defects on the internet or heavy traffic at the server shall not be accepted as a reason for a complaint. The Procuring Entity shall not be responsible for any failure, malfunction or breakdown of the electronic system used during the e-Tender process.
- 4) Only one copy of the REOI can be uploaded, and the GIS Agency/Consultancy Firm shall digitally sign all statements, documents, and certificates uploaded by him, owning sole and complete responsibility for their correctness/ authenticity as per the IT Act 2000 as amended from time to time. An REOI submitted by a Joint Venture shall be digitally signed by an authorized representative who has a written power of attorney signed by each member's authorized representative to be legally binding on all members.
- 5) All REOIs uploaded by GIS Agency/Consultancy Firms to the portal shall get automatically encrypted. The encrypted REOI can only be decrypted/ opened by the authorized persons on or after the due date

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and time. They should ensure the correctness of the REOI before uploading and take a printout of the system-generated submission summary to confirm successful REOI upload.

### **8.3.2 Implied acceptance of procedures by GIS Agency/Consultancy Firm**

Submission of REOI in response to the REOI document is deemed to be acceptance of the procedures and conditions of the e-Procurement and REOI document.

### **8.3.3 Responsibility of the GIS Agency/Consultancy Firm to declare all changes.**

GIS Agency/Consultancy Firm must advise DGS immediately in writing of any material change to the information provided in their REOI submission, including any substantial change in their ownership, eligibility, or financial or performance capacity. For shortlisted GIS Agency/Consultancy Firms, this requirement applies until a contract is awarded in the following RFP process. For the consultant successful in the RFP process, this requirement shall apply till the execution of the resultant contract.

## **8.4 Modification, Resubmission and Withdrawal of REOIs**

### **8.4.1 Modification and Re-submission**

Once submitted in e-Procurement, GIS Agency/Consultancy Firm cannot view or modify their REOI since it is locked by encryption. However, resubmission of the REOI by GIS Agency/ Consultancy Firms for any number of times superseding earlier REOI(s) is allowed up to the submission deadline by following procedures prescribed by the portal. Resubmission of an REOI shall require uploading all documents afresh. The system shall consider only the last REOI submitted.

### **8.4.2 Withdrawal**

The consultant may withdraw his REOI before the submission deadline by following procedures prescribed by the portal, and it shall be marked as withdrawn and shall not get opened during the REOI opening. No REOI should be withdrawn after the submission deadline and before its validity period expires.

## **9. REOI opening**

REOIs received shall be opened on date and time in Section II: Appendix.

## **10. Evaluation of REOIs and shortlisting of GIS Agency/Consultancy Firms**

### **10.1 General Norms**

#### **10.1.1 Evaluation is based only on declared criteria.**

- 1) The evaluation shall be based upon scrutinising and examining all relevant data and details submitted by GIS Agency/Consultancy Firm in its/ his EOI and other allied information deemed appropriate by DGS. Evaluation of EOIs shall be based only on the criteria/ conditions included in the REOI document.
- 2) Information relating to the evaluation of EOIs, and shortlisting results shall not be disclosed to any participant or any other persons not officially concerned with such process until the notification of shortlisting is made in accordance with clause 10.2.5 below.
- 3) The determination shall not consider the qualifications of other firms, such as the GIS Agency/Consultancy Firm's subsidiaries, parent entities, affiliates, or any other firm(s) different from the GIS Agency/Consultancy Firm.

#### **10.1.2 Clarification of REOIs and shortfall documents**

- 1) During the evaluation of REOIs, the DGS may, at its discretion, but without any obligation to do so, ask GIS Agency/Consultancy Firms to clarify its EOI by a specified date (or, if not specified, seven days from the date of receipt of such request). The GIS Agency/Consultancy Firm should answer the clarification within that specified date. The clarification request and response shall be submitted in writing or electronically. No change in the substance of the EOI shall be sought, offered, or permitted that may grant any undue advantage to such a GIS Agency/Consultancy Firm. Any clarification submitted by a GIS Agency/Consultancy Firm regarding its EOI that is not in response to a request by the Purchasing Entity shall not be considered.
- 2) DGS reserves its right to, but without any obligation to do so, seek any shortfall information/ documents. Provided such information/ documents are historical, which pre-existed at the time of the EOI opening and which have not undergone change since then and do not grant any undue advantage to any GIS Agency/Consultancy Firm. There is a provision on the portal for requesting Short-fall documents from the GIS Agency/Consultancy Firms. The system allows taking the shortfall documents from GIS Agency/Consultancy Firms only once after the EOI opening.
- 3) If the GIS Agency/Consultancy Firm fails to provide satisfactory clarification and/or missing information, its EOI shall be evaluated based on available information and documents.

#### **10.1.3 Contacting Procuring Entity during the evaluation**

From EOI submission to shortlisting of GIS Agency/Consultancy Firms, no GIS Agency/Consultancy Firm shall contact DGS on any matter relating to the submitted EOI. If a GIS Agency/Consultancy Firm needs to

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contact DGS relating to this EOI, it should do so only in writing or electronically. Any effort by a GIS Agency/Consultancy Firm to influence DGS during the REOI process shall be construed as a breach of the Code of Integrity, and EOI shall be liable to be rejected as non-responsive in addition to other punitive actions for such a breach as per the REOI document.

### **10.2 Evaluation of REOIs and Shortlisting**

In evaluating the EOI, conformity to the eligibility and qualification criteria to those in the REOI document is ascertained. Additional factors incorporated in the REOI document shall be considered as indicated therein.

#### **10.2.1 Determining Responsiveness**

Only substantively responsive EOIs shall be evaluated for shortlisting. A substantively responsive EOI is complete and conforms to the REOI document's essential terms and conditions. Unless otherwise stipulated in Section II: Appendix, the following are some of the crucial aspects for which an EOI shall be rejected as nonresponsive:

- 1) The EOI is not in the prescribed format or is not submitted as per the stipulations in the REOI document.
- 2) The GIS Agency/Consultancy Firm is not eligible to participate in the EOI as per laid down eligibility criteria.
- 3) The EOI validity is shorter than the required period.
- 4) The EOI departs from the essential requirements stipulated in the EOI document.
- 5) Non-submission or submission of illegible scanned copies of stipulated documents/ declarations if any
- 6) The GIS Agency/Consultancy Firm fails to provide and/ or comply with the required information, instructions etc., incorporated in the REOI document or gives evasive information/ reply against any such stipulations.
- 7) The GIS Agency/Consultancy Firm furnishes wrong and/ or misleading data, statement(s) etc. In such a situation, besides rejecting the EOI as nonresponsive, it is liable to attract other punitive actions under relevant provisions of the REOI document for breach of the Code of Integrity

#### **10.2.2 Evaluation of Eligibility**

DGS shall determine, to its satisfaction, whether the GIS Agency/Consultancy Firms are eligible as per Clause 4 above to participate in the REOI process as per submission in 'Form 1.2: Eligibility Declarations'. The eligibility evaluation shall be on a "pass" or "fail" basis. A GIS Agency/Consultancy Firm must achieve a "pass" on all the criteria to proceed to the next step. Any GIS Agency/Consultancy Firm not achieving a 'pass' in any of the eligibility criteria shall be rejected as nonresponsive.



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### **10.2.3 Evaluation of Qualification Criteria**

- 1) DGS shall determine whether the GIS Agency/Consultancy Firms are qualified and capable in all respects to be shortlisted to provide the 'Services' (subject to dispensation, if any, for Start-ups, as per clause 5.1 above), as per Section III: Qualification Criteria and submission in Forms listed in Part II: 'EOI Submission Formats'. The determination shall not consider the qualifications of other firms, such as the GIS Agency/Consultancy Firm's subsidiaries, parent entities, affiliates, or any other entity different from the GIS Agency/Consultancy Firm. DGS reserves the right to waive minor deviations in the qualification criteria if they do not materially affect the capability of a GIS Agency/Consultancy Firm to perform the contract. The Experience of Key Experts are not included in the shortlisting criteria but shall be evaluated at the RFP stage.
- 2) GIS Agency/Consultancy Firm's planning to subcontract any of the Key Activities indicated in Part II Schedule of Requirements to Sub- GIS Agency/Consultancy Firms in accordance with clause 4.3 above, shall specify the activity(ies) or parts of the Services to be subcontracted in their EOI identifying the proposed Sub-consultants in their EOI. Experience (but not Financial Qualifications) of such proposed Sub-consultant(s) can be used to meet the experience requirements specified in Section III Qualification Criteria.
- 3) Unless otherwise stipulated in Section II: Appendix, assignments completed by the GIS Agency/Consultancy Firm's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant or that of the GIS Agency/Consultancy Firm's partners or sub-consultants in Form 2.1: Performance Capability Statement.
- 4) Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
- 5) EOI will be evaluated for short listing inter alia based on their past experience of handling similar type of project, strength of their manpower, financial strength of firm and presentation / proposal to the selection committee whose decision will be final.
- 6) The agencies may be required to make a presentation, if required, to a selection committee show-casing their Approach and Methodology.

### **10.2.4 Verification of Original Documents at RFP Process**

The DGS reserves its right to call for verification, originals of all self-certified copies of uploaded documents from the GIS Agency/Consultancy Firm's during the following RFP Process. If the shortlisted GIS Agency/Consultancy Firm fails at that stage to provide such originals or, in case of substantive discrepancies in such documents, it shall be construed as a breach of the Code of Integrity (see clause 12 below). Such RFP proposals shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach.

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### **10.2.5 Declaration of Shortlisted GIS Agency/Consultancy Firm**

- 1) EOIs of GIS Agency/Consultancy Firm that succeed in the above evaluation shall be shortlisted. Provisionally shortlisted GIS Agency/Consultancy Firm will be informed of the condition(s) that must be met before submitting their Proposal in the RFP process. Such shortlisting shall remain valid for a period specified in Section II: Appendix (six months from the date of declaration, if not so specified).
- 2) Only shortlisted (including provisionally shortlisted) GIS Agency/Consultancy Firm shall be invited to participate in the following RFP process. If stipulated in Section II: Appendix, if there are a larger number of consultants meeting the evaluation criteria, the shortlist shall be restricted to a specified number of GIS Agency/Consultancy Firm (if not specified, eight (8) GIS Agency/Consultancy Firms) based on higher Average Turnover (or any other criteria, if so, stipulated therein).
- 3) The name and address of the shortlisted GIS Agency/Consultancy Firm (s) shall be published in the portal and notice board/ bulletin/website of DGS. All GIS Agency/Consultancy Firms shall be advised about shortlisting of their EOIs or otherwise without disclosing the comparative position of their EOIs with that of others. Shortlisted GIS Agency/Consultancy Firms must not advertise or publish the same in any form without the prior written consent of the Procuring Entity.
- 4) Shortlisting a GIS Agency/Consultancy Firm is an administrative process and does not confer any legal or contractual rights on him. Since original documents/ certificates are not being called for and examined at this stage, all shortlisted shall be conditional upon final verification of such documents/ certificates during the RFP Process.

### **10.3 Publication of RFP following with REOI**

DGS shall publish a Request for Proposal (RFP) addressed exclusively to shortlisted GIS Agency/Consultancy Firm for the following procurement process through the eProcurement portal (<https://eprocure.gov.in/eprocure/app>). DGS/ the Portal may issue notifications/ alerts to such GIS Agency/Consultancy Firm but without any liability. Such GIS Agency/Consultancy Firm shall be responsible for being on the lookout for the RFP on the portal. While publishing the RFP, the Procuring Entity reserves its right to elaborate further on the brief overview of the proposed procurement/scope of work, qualification Criteria and other terms & conditions without vitiating the shortlisting process. Shortlisted GIS Agency/Consultancy Firm shall have no claim in this regard.

## **11. Grievance redressal/complaint procedure**

- 1) GIS Agency/Consultancy Firms have the right to submit a complaint or seek de-briefing if he is not shortlisted in this REOI process, in writing or electronically, within ten days of the declaration of REOI evaluation results. The complaint shall be addressed to the Head of Procurement.

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- 2) Within five working days of receipt of the complaint, the Tender Inviting Authority shall acknowledge the receipt in writing to the complainant, indicating that it has been received. The response shall be sent at the right time after a detailed examination.
- 3) The Tender Inviting Authority shall convey the final decision to the complainant within 15 days of receiving the complaint. No response shall be given regarding the confidential process of evaluating EOIs before the results are notified, although the complaint shall be kept in view during such a process. However, no response shall be given regarding the following topics explicitly excluded from such complaint process:
  - a) Only a GIS Agency/Consultancy Firm who has participated in the REOI process and has not been shortlisted can make such a representation. Complaints regarding shortlisting or exclusion of other GIS Agency/Consultancy Firms shall not be entertained.
  - b) No third-party information (REOIs, eligibility/ qualification) shall be sought and must not be included in the response.
  - c) Following decisions of the DGS shall not be subject to review:
    - i) Determination of the need for procurement.
    - ii) Complaints against eligibility and qualification criteria except under the premise that they are either vague or too specific to limit competition.
    - iii) Choice of the selection procedure.
    - iv) Provisions limiting the participation of GIS Agency/Consultancy Firms in the REOI process, in terms of policies of the Government.
    - v) Provisions regarding purchase preferences to specific categories of GIS Agency/Consultancy Firms in terms of policies of the Government.
    - vi) Cancellation of the REOI process except where it is intended to subsequently re-tender the same Services.

## **12. Code of integrity in public procurement, misdemeanours, and penalties**

Code of Integrity and penalties for violating the Govt. of India, Ministry of Finance, Department of Expenditure shall apply to this REOI process. Procuring authorities, consultants, suppliers, contractors, and GIS Agency/Consultancy Firms should observe the highest standard of integrity and not indulge in prohibited practices or other misdemeanours, either directly or indirectly, during the entire procurement Process (including this REOI) or the execution of resultant contracts.

Note: For further details, please refer to appended Section II: Appendix.

Digitally Signed by

Tender Inviting Authority (TIA)

[Capt. Nitin Mukesh, Deputy Nautical Adviser -cum-Senior Deputy Director General of Shipping (T),

email id: n.mukesh@gov.in]

### **13. Audit by Third Party**

DGS at its discretion may appoint third party(s) for auditing the activities of onsite services and operations of entire services provided to the DGS. The services shall include, not limited to, hardware's supplied to DGS, Software's etc.

### **14. Management of Circulars and Orders Related to Geospatial at DGS**

The DGS has issued several circulars and orders pertaining to Geospatial Portal. As part of capacity building activity, the appointed GIS Agency/Consultancy Firm shall be tasked with managing the allocation of resources to gather, compile, and update these circulars and orders in alignment with the directives of the DGS authorities and the complete GIS software for Geospatial Portal engineered under the present procurement.

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## **Section II: Appendix**

Request for Expression of Interest Document No. xx-xx/x/xx/REOI/001

Tender Title: REOI for Selection of GIS Agency/Consultancy Firm for complete development and implementation of Geospatial Portal, Govt. of India

Publisher: Directorate General of Shipping (DGS), Govt of India

<b>1.0 Basic REOI Details</b>			
Tender Title	Expression of Interest (EOI) for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform		
Name of Project	Geospatial Portal Development		
Tender Reference Number	xx-xx/x/xx/REOI/001	Tender ID	Refer CPPP Portal
Tender Type	Expression of Interest	Tender Category	Services
No. of Covers	Single Cover	Product Category	Providing complete GIS mapping and system
Domestic/ Global Procurement	Domestic Procurement	Organisation:	Directorate General of Shipping (DGS)
The Procuring Entity:	Directorate General of Shipping (DGS)	Authority on whose behalf EOI is invited	The President of India, through the Head of Procurement of the Directorate General of Shipping (DGS)
Through the	Capt. Nitin Mukesh, Dy. Nautical Advisor-cum Senior DDG(Tech).	Tender Inviting Authority (TIA)	Directorate General of Shipping (DGS)
Address	Directorate General of Shipping, Govt. of India 9th Floor, Beta Building, i-Think Techno Campus, Kanjurmarg (East), Mumbai - 400 042, India		

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2.0 Critical Dates (Clause 6; 7; 8, and 9)			
Published Date	Refer CPPP	EOI Validity (Days from the date of EOI Opening) – REOI Clause 7.2	Min. 60 days
Document Download Start Date & Time	Refer CPPP	Document Download End Date & Time	Refer CPPP
Clarification Start Date & Time	Refer CPPP	Clarification End Date & Time	Refer CPPP
EOI Submission Start Date & Time	Refer CPPP	EOI Submission Closing Date & Time	Refer CPPP
EOI Opening Date & Time	Refer CPPP		
3.0 Eligibility Criteria			
As mentioned in REOI; <i>Refer Section I (clause 4: Eligibility Criteria)</i>			
4.0 Obtaining the REOI document and clarifications (Clauses 6 & 8)			
eProcurement and Procuring Entity’s Portal/ Help Desk	<a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>	<i>Refer CPPP</i>	
	<a href="https://www.dgshipping.gov.in/">https://www.dgshipping.gov.in/</a>		
Cost of REOI document (INR)	Nil		
Office/ Contact Person/ email for clarifications	Capt. Nitin Mukesh, Dy. Nautical Advisor-cum Senior DDG(Tech). Email id: <a href="mailto:n.mukesh@gov.in">n.mukesh@gov.in</a>		

<b>5.0 Pre-EOI Conference (Clause 6.3)</b>	
Is a Pre-EOI Conference proposed to be held?	Yes
Place, time, and date of the Pre-EOI Conference	NA

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Place, time, and date before which Written queries for the pre-EOI conference must be received	NA		
Place, time, and date before which registration of participants for the pre-EOI conference must be received	NA		
<b>6.0 Preparation and Submission and Opening of EOIs (Clauses 7 and 8)</b>			
EOIs to be Addressed to	President of India, Through Head of Procurement, Directorate General of Shipping (DGS), Govt of India		
Instructions for Online EOI Submission	Refer CPPP		
Language of Submission	English	EOI Validity	Min. 60 days
EOI Opening Place	Online CPP Portal		
<b>7.0 Evaluation of EOI and Qualification Criteria</b>			
As mentioned in REOI; Section I (Clause 10); Section III Qualification Criteria			
<b>8.0 About RFP that would follow – clause 10.3</b>			
RFP to be issued	Limited to shortlisted GIS Agency/Consultan cy Firm/s from this EOI	Form of Contract from RFP	To be mentioned in RFP
Selection Method	QCBS 70:30	Bid Security Requirements	To be mentioned in RFP
Performance Security	To be mentioned in RFP		

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### **Section III: Qualification Criteria**

REOI document No. xx-xx/x/xx/REOI/001

Title: REOI for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform

Note for GIS Agency/Consultancy Firm: Regarding this section, GIS Agency/Consultancy Firms shall submit the following forms:

- 1) Form 2: Qualification Criteria – Compliance
  - a) Form 2.1: Performance Capability Statement
  - b) Form 2.2: Financial Capability Statements
    - i) Form 2.2.1: Financial Statement
    - ii) Form 2.2.2: Average Annual Turnover
  - c) Form 3: Checklist for GIS Agency/Consultancy Firm
  - d) Form 4: Declaration for No Conflict of Interest
  - e) Form 5: Details of ineligibility for corrupt or fraudulent practices / blacklisted with any of the Government or Public Sector Units
  - f) Form 6: Authorization to Attend Pre-EOI Conference
  - g) Form 7: Other information required.
  - h) Relevant date when the specified period ends for different supporting reports shall be:
    - i) For all annual reports, the periods mentioned end date with the financial year.
    - ii) For other statements, the periods mentioned end on the month before the last date of EOI submission.

#### **Criteria -1 General and Similar Experience:**

S.NO	QC #	Condition	Criteria	Supporting Document
1	QC1	<b>Similar Experience</b>	The applicant shall be a firm/ company/ partnership/ proprietorship firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932 and who have their registered offices in India and must have an office in National Capital Region of Delhi.	Copy of Certificate of incorporation and Partnership Deed, if any



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S.NO	QC #	Condition	Criteria	Supporting Document
			The firm should be in the business of providing similar consultancy services in India for at least 10 years as on 31.03.2024. .	Certificate by company Secretary of the Bidder's organization
2	QC2	<b>Technical Capability</b>	The Bidder shall have experience of providing: (i). Three similar completed consultancy services to Central Govt./State Govt./PSUs/ Govt. bodies in India costing not less than Rs. 1 Cr each or (ii). Two similar completed services costing not less than Rs.1.5 Cr each or iii). One similar completed service costing not less than Rs. 3 Cr	Copy of Work Order / Contract
3	QC3	<b>General (Certification)</b>	PAN No. / Service Tax Registration Certificate  The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies.  Preference will be given to agency/organization having prior experience in Project management consultancy/ Project Management Unit for any Central / State Govt. / Govt. Autonomous Bodies	Copy of Certificate to be enclosed.  Certificate signed by the Authorized signatory

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S.NO	QC #	Condition	Criteria	Supporting Document
<b>Criteria 2 - Financial Capability</b>				
4	<b>QC4</b>	<b>Financial: Net worth</b>	The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (FY 2021-22, 2022-23 & 2023-24).	CA certified document with name of CA registration number, signature and stamp

Similar Experience: We require an Agency/Consultancy with proven expertise in GIS projects and geospatial technologies. The ideal Agency/Consultancy should have experience in developing, managing, and implementing GIS-based solutions, including spatial data analysis, mapping, and integration with various platforms. They should also be proficient in handling geospatial datasets, utilizing advanced analytical tools, and ensuring seamless data visualization and interoperability with existing systems.

*Note to GIS Agency/Consultancy Firm: During RFP Process, while original documents/ certificates are called for to authenticate the qualification claimed, the following may be kept in mind:*

1. When a joint venture or other association submits the bid, in that case, all members (other than non-substantial members) in the JV/C must submit their financial statements in order of the member's share in the partnership, greatest to least. The figures of members of a JV/C (other than non-substantial members) shall be added to determine compliance with the minimum financial qualifying criteria. However, unless otherwise stated in Section II: Appendix, for a JV/C to qualify, the Lead member must meet at least 40 percent of those minimum criteria for an individual Bidder and other members at least 20% of the criteria. Failure to comply with this requirement shall result in the rejection of the JV/C's bid.
2. The GIS Agency/Consultancy Firm shall submit the audited balance sheet and/or banking reference along with their RFP proposal. An authorised representative of the GIS Agency/Consultancy Firm must-sign the statement.

## Part II: Schedule of Requirements

### SECTION IV: Terms of Reference (TOR)

#### 1. Background

Port areas are complex environments where maritime trade, infrastructure management, environmental monitoring, and operational safety converge. Historically, port data ranging from land boundaries and asset inventories to environmental sensor readings and infrastructure blueprints has been managed in isolated systems. This fragmentation leads to inefficiencies, duplicate efforts, and critical data gaps.

To address these challenges, the Directorate General of Shipping (DGS) proposes the development of a centralized Geospatial Portal. This portal will serve as a unified repository that consolidates multiple data layers from diverse sources into one accessible platform. The integrated system will enable stakeholders such as government agencies, port operators, and private sector partners to access detailed spatial and attribute data for improved decision-making, enhanced operational management, and regulatory compliance.

The portal will integrate spatial data on both the land and water extents of port areas along with detailed attribute information. These layers include a few attributes as follows:

- **Physical Boundaries:** Land areas and water limits delineating the operational extents of the port.
- **Infrastructure Layers:** Detailed representations of berths, jetties, connectivity networks (road, rail, pipelines, utilities), and support facilities (administrative buildings, residential quarters, emergency centers).
- **Operational and Asset Inventories:** Digitized inventories for port-specific assets, including project information, maintenance zones (e.g., dredging, wastewater treatment), and asset management records.
- **Environmental and Safety Layers:** Coastal regulatory zones, tide lines (high/low), hazard boundaries, and marine protected areas (e.g., mangroves), along with emergency evacuation routes and inundation zones.
- **Topographical and Survey Data:** Digital elevation models, contour maps, and proposed versus existing layouts that inform planning and infrastructure design.

By consolidating these data layers **which is not exhaustive**, the portal will not only improve operational efficiency and planning but also enhance transparency, facilitate data-driven decision-making, and ensure regulatory compliance. The solution will be built using internationally recognized standards to ensure

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interoperability and ease of future integration. The list of Data Layers defined so far is provided in detail in **Annexure I**.

### **2. Purpose/ Objectives**

The purpose of this Expression of Interest (EOI) is to invite qualified GIS Agency/Consultancy Firm to on-board two qualified GIS consultants/experts to develop a comprehensive framework and associated guidelines for Geospatial Data and that will map Global Spatial Data Infrastructure (GSDI) principles to a National Spatial Data Infrastructure (NSDI) tailored for the Geospatial Portal development. This project seeks to bridge internationally recognized standards, best practices, and processes from GSDI into a nationally relevant, interoperable framework that supports data sharing, policy creation, and technical integration.

The Consultants will contribute toward the architecture, planning, and governance of geospatial data structure and ensure alignment with national geospatial policies and maritime regulatory frameworks.

The Geospatial Platform will be developed by each port individually on a secure platform and they will have full ownership of their data. DG Shipping will be given secure login access to each ports portal for auditing and issuing certification for NSPC and ISPS compliance.

### **2.1 Roles Required for Framework and Guidelines Development for Geospatial Portal**

#### **A. GIS Consultant/Expert – for Developing Framework and Guidelines for Geospatial Data Standards**

The **GIS Consultants/Experts** will serve as a domain expert responsible for the strategic and technical inputs into the design, development, and execution of a geospatial portal framework and guidelines.

#### **Role & Responsibilities:**

- Design and develop the Geospatial Portal framework and technical guidelines.
- Aligning GSDI concepts, standards, and processes with NSDI implementation goals.
- Defining standard practices for metadata, data interoperability, and data exchange.
- Ensuring that the geospatial portal is developed on a robust and nationally consistent infrastructure.
- Integrate spatial datasets from maritime, port, and regulatory bodies.
- Standard operating procedures (SOPs) for data collection, storage, and sharing.
- Protocols for data integration and portal development.
- Coordinate with relevant authorities to align with the National Geospatial Policy.
- Support capacity building and stakeholder awareness programs.
- Prepare technical documentation, workflows, and governance models.

#### **Key Skills:**

- Proficiency in GIS tools (ArcGIS, QGIS, GeoServer, Mapbox).

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- Strong understanding of spatial data standards (OGC, ISO 19115).
- Familiarity with web mapping APIs, remote sensing, and satellite data.
- Experience in portal development, backend spatial databases (PostGIS, Oracle Spatial).
- Excellent communication and collaboration skills across technical and regulatory teams.

### **Qualifications:**

- Demonstrated expertise in GIS, remote sensing, and geospatial data infrastructure.
- Proven experience with GSDI and NSDI projects, particularly in mapping and integration of global and national spatial data frameworks.
- Knowledge of international geospatial standards (e.g., OGC, ISO19115) and successful implementation of interoperability protocols.
- Prior involvement in government or large-scale portal development projects.
- Experience in stakeholder consultation, policy development, and training program design.
- Excellent communication, report-writing, and presentation skills.

### *Desirable:*

- Advanced degree (PhD/Master's) in Geospatial Sciences, GIS, or a related field.
- Publications or recognized contributions within the geospatial community (e.g., GSDI Association, FGDC).

## **3. Scope of Services**

The **Scope of Services** outlines the activities, deliverables, timeline, and quality standards for GIS Consultants engaged in developing frameworks and guidelines for geospatial data standards in support of the national Geospatial Portal. The GIS Consultants will design and develop the portal architecture, establish metadata and interoperability standards, integrate spatial datasets, define SOPs, and coordinate governance and capacity-building activities aligned with National Spatial Data Infrastructure (NSDI) objectives.

The KPI's are as follows:

- Establish a robust, nationally consistent framework and technical guidelines for the Geospatial Portal.
- Align geospatial data standards, processes, and best practices with NSDI implementation goals.
- Ensure seamless interoperability and exchange of spatial data across maritime, port, regulatory, and other domain stakeholders.
- Develop governance models, SOPs, and capacity-building programs to sustain and evolve the portal.

### **3.1 Framework & Technical Guidelines**

- Design the overall portal architecture including system layers, data models, APIs, and user interfaces.
- Draft comprehensive technical guidelines covering standards adoption (OGC, ISO 19115 series, INSPIRE, etc.), recommended tools, and platform requirements.

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- Define data hosting, security, backup, and performance requirements ensuring national consistency and reliability.

### **3.2 Standards Alignment**

- Review existing GSDI concepts and NSDI strategic plans; recommend necessary enhancements to meet portal objectives.
- Map NSDI goals to specific standards for data quality, metadata (ISO 19115/19139), spatial reference systems, and thematic schemas.
- Develop a gap analysis report and roadmap for transitioning from current practices to standardized workflows.

### **3.3 Metadata, Interoperability & Data Exchange**

- Define metadata templates and mandatory attribute sets for spatial and non-spatial assets.
- Establish interoperability protocols (WMS, WFS, WCS, RESTful services) and data exchange formats (GML, GeoJSON, shapefile, etc.).
- Create validation routines and quality control checklists for data ingestion and service publishing.

### **3.4 Infrastructure Consistency & Robustness**

- Specify hardware, virtualization, containerization, and cloud architecture recommendations.
- Outline network, server clustering, load balancing, and disaster recovery mechanisms.
- Provide guidelines for monitoring, logging, and metrics to ensure high availability and performance.

### **3.5 Spatial Dataset Integration**

- Identify and prioritize maritime, port authority, and regulatory spatial datasets for integration.
- Define ingestion pipelines, ETL processes, and harmonization methods to standardize coordinate systems, attributes, and topology.
- Develop data lineage documentation and provenance tracking mechanisms.

### **3.6 Standard Operating Procedures (SOPs)**

- Draft SOPs for field data collection (GPS, drones, survey), including QA/QC checks.
- Define data storage protocols (database schemas, versioning, backup schedules).
- Outline data sharing policies, access controls, licensing, and user roles.

### **3.7 Protocols for Data Integration & Portal Development**

- Create step-by-step guidelines for customizing the portal codebase, theme, and modules.
- Establish integration protocols for third-party systems (e.g., regulatory databases, real-time sensor feeds).
- Provide developer documentation, sample code snippets, and API references.

### **3.8 Governance & Coordination**

- Engage with national and relevant state/sectoral authorities to ensure policy alignment (National Geospatial Policy, data sharing agreements).
- Facilitate workshops and working groups to validate standards and gather stakeholder feedback.

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- Recommend governance model (steering committee, technical working group, data custodianship roles).

### 3.9 Capacity Building & Stakeholder Awareness

- Design training curricula for portal administrators, data stewards, and end-users.
- Develop materials (presentations, manuals, e-learning modules) for workshops and webinars.
- Plan a phased roll-out of training, including pilot sessions and feedback mechanisms.

### 3.10 Technical Documentation & Workflows

- Prepare detailed documentation of system architecture, data models, and operational workflows.
- Provide user manuals, installation guides, and troubleshooting FAQs.
- Deliver governance frameworks, policy briefs, and standardized templates.

## 4. Deliverables/ outcomes

1. **Inception Report:** Project plan, stakeholder matrix, and gap analysis.
2. **Framework Document:** Portal architecture diagrams and technical guidelines.
3. **Standards Alignment Report:** Metadata templates and interoperability schemas.
4. **Integration Plan:** Data inventory, ETL processes, and provenance workflows.
5. **SOP Manual:** Field, storage, sharing SOPs, and QA/QC checklists.
6. **Developer Protocols:** API docs, code samples, and integration guidelines.
7. **Governance Model:** Committee charters, roles, and policy alignment matrix.
8. **Training Materials:** Curricula, presentations, user guides.
9. **Final Report:** Consolidated documentation and handover package.

## 5. Phases and Timelines of Geospatial

To fit the entire project into a three-month (12-week) timeframe, the work is organized into three phases, each spanning four weeks:

Phase & Period	Deliverables	Duration	Milestone Date
Phase 1: Month 1	- Inception Report- Framework Document	4 weeks	End of Week 4 (Month 1)
Phase 2: Month 2	- Standards Alignment Report- Integration Plan- SOP Manual	4 weeks	End of Week 8 (Month 2)
Phase 3: Month 3	- Developer Protocols- Governance Model- Training Materials- Final Report	4 weeks	End of Week 12 (Month 3)

Each milestone will be reviewed and approved by the Steering Committee before proceeding to the next phase. Feedback cycles and minor adjustments are built into each phase to maintain agility and ensure alignment with stakeholder expectations.

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The 12-week (three-month) schedule is broken down into detailed weekly activities, deliverables, and review points to ensure transparency and timely progress.

### Month 1 (Weeks 1–4)

- **Week 1**
  - Project kick-off workshop, stakeholder interviews, and data collection kick-off
  - Finalize detailed Inception Report outline
  - Set up project repository and communication channels
  - **Deliverable:** Inception Report outline and interview summary
- **Week 2**
  - Draft Inception Report: stakeholder matrix, preliminary gap analysis, and project plan
  - Begin high-level portal architecture sketches
  - **Deliverable:** Draft Inception Report
- **Week 3**
  - Complete gap analysis and validate with core stakeholders
  - Develop initial Framework Document sections (system layers, data model overview)
  - **Deliverable:** Gap Analysis report and Framework Document draft (Sections 1–2)
- **Week 4**
  - Steering Committee review of Inception Report and Framework draft
  - Incorporate feedback and finalize both documents
  - **Milestone:** Approved Inception Report & Framework Document
  - **Deliverables:** Final Inception Report; Framework Document (complete draft)

### Month 2 (Weeks 5–8)

- **Week 5**
  - Begin Standards Alignment: map NSDI goals to ISO/OGC standards
  - Draft metadata templates and interoperability protocols
  - **Deliverable:** Draft Standards Alignment Report (Sections 1–2)
- **Week 6**
  - Conduct review workshop on metadata and interoperability drafts
  - Develop SOP Manual outline (data collection, storage, sharing)
  - **Deliverables:** Revised Standards Alignment draft; SOP Manual outline
- **Week 7**
  - Define data integration plan: inventory datasets, design ETL pipelines
  - Draft Integration Plan document (data lineage, harmonization methods)
  - **Deliverable:** Integration Plan draft
- **Week 8**
  - Steering Committee review of Standards Alignment Report, SOP Manual, and Integration Plan
  - Finalize and publish reports
  - **Milestone:** Approved Standards Alignment, SOP Manual & Integration Plan
  - **Deliverables:** Final Standards Alignment Report; SOP Manual; Integration Plan

### Month 3 (Weeks 9–12)

- **Week 9**
  - Draft Developer Protocols: API references, code snippets, development guidelines
  - Begin Governance Model design (roles, committees, policy alignment)
  - **Deliverables:** Developer Protocols draft; Governance Model outline



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- **Week 10**
  - Facilitate governance workshop with authorities and data custodians
  - Develop training curricula and materials outline
  - **Deliverables:** Governance Model draft; Training plan outline
- **Week 11**
  - Finalize Developer Protocols and Governance Model based on feedback
  - Produce training materials: presentations, manuals, e-learning modules
  - **Deliverables:** Final Developer Protocols; Governance Model; Training Materials
- **Week 12**
  - Compile Final Report: consolidate all documents, workflows, and governance frameworks
  - Conduct handover workshop and obtain formal sign-off
  - **Milestone:** Project completion and handover
  - **Deliverable:** Final Report and Handover Package

Throughout each week, the GIS Consultants will provide a concise progress update, and any change requests will be logged and addressed in the next review cycle to maintain agility and stakeholder alignment.

### **6. Support Provided by DGS**

- DGS will provide office spaces within the DGS Office along with workstations, internet access, office equipment and stationery if needed for the staff of the Consultants.
- The DGS provides requisite information to compile procurement plans and procurement manuals.
- DGS will give access to all the required documents, correspondence & any other information associated with the projects as deemed necessary.
- Official travel for field visits, duly approved by the appropriate authority in DGS.
- The technical information for the terms of reference will be supplied by the respective DGS/SPMGs/EAs.

### **7. Terms of Payment**

- As soon as practicable & not later than fifteen (15) days after the end of every month period during the period of services, the consultant shall submit to the DGS the invoice for the amounts payable. The payment shall be monthly according to the deployment of key personnel during the month. The travel cost will be reimbursed as per the provisions of DGS.
- Client shall pay the consultants within 15 days of receipt of satisfactory performance as per mutually decided format which shall be the statement with supporting documents of Client's satisfaction.

## PART III. REOI Submission Formats

### Form 1: REOI Form (Covering Letter)

(On GIS Agency/Consultancy Firm's Letterhead)

GIS Agency/Consultancy Firm's Name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm's Reference No. \_\_\_\_\_ Date.....

To

**Directorate General of Shipping, 9th Floor,**

**BETA Building, I-Think Techno Campus,**

**Kanjur Village Road, Kanjurmarg (E),**

**Mumbai-400042**

**Ref: Your REOI document No. REOI document No. xx/x/xxCOMP/REOI/001**

**Tender Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for  
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Sir/ Madam

Having examined the above mentioned REOI document, we, the undersigned, hereby submit/ upload our Expression of Interest (REOI) for being shortlisted for the performance of the Services.

1) About us:

We, M/s \_\_\_\_\_, hereby certify that We are a firm (or members of our JV/C are) of proven, established, and reputed GIS Agency/Consultancy Firm having the required Experience, Past performance, Personnel, and financial capability, with offices at \_\_\_\_\_.

2) Our Eligibility and Qualifications to participate:

a) We comply with all the eligibility criteria stipulated in this REOI document, and the relevant declarations are made along with documents in Form 1.2 of this REOI-Form.

b) We fully meet the qualification criteria stipulated in this REOI document, and the relevant details are submitted along with documents in Form 2: 'Qualification Criteria – Compliance' and its sub-forms.

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- c) We undertake to provide originals of all self-certified copies of uploaded documents during the RFP Process. We have understood the ramifications of failure to do so as detailed in clauses 10.2.4 and 10.2.5 of Section I: REOI.
- d) We have / don't have any conflict of interest with any other GIS Agency/Consultancy Firm as per clause 4.5 of Section I: REOI.
- e) No commissions and gratuities have been paid or are to be paid to agents or any other party by us relating to this REOI and RFP processes.

Following commissions and gratuities have been paid/ are to be paid to agents or any other party by us relating to this procurement process: -----

3) Affirmation of terms and conditions of the REOI document:

We have understood the complete terms and conditions of the REOI document. We accept and comply with these terms and conditions without reservations, although we are not signing and submitting some of the sections of the REOI document.

4) Abiding by the REOI Validity

We agree to keep our REOI valid for acceptance for a period up to -----, as required in the REOI document, or for a subsequently extended period, if any, agreed to by us.

5) Non-tempering of Downloaded REOI documents and Uploaded Scanned Copies

We confirm that we have not changed/ edited the contents of the downloaded REOI Formats. We realise that any such change noticed at any stage, including after the contract award, shall be liable to punitive action in this regard stipulated in the REOI document. We also confirm that scanned copies of documents/ affidavits/ undertakings uploaded along with our REOI are valid, true, and correct to the best of our knowledge and belief. We shall be responsible if any dispute arises regarding the validity and truthfulness of such documents/ affidavits/ undertakings. Upon our successful shortlisting, we undertake to submit for scrutiny, on-demand by the Procuring Entity, originals and self-certified copies of all such certificates, documents, and affidavits/ undertakings.

6) Signatories:

We confirm that we are duly authorised to submit this REOI and make commitments on behalf of the GIS Agency/Consultancy Firm. Supporting documents are submitted in Form 1.1, annexed herewith. We acknowledge that our digital/digitised signature is valid and legally binding.

7) Rights of the Procuring Entity to Reject REOI(s):

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We understand that you are not bound to accept the lowest or any REOI you may receive against your above-referred REOI document.

.....

(Signature with date)

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of name, address, and seal of the

GIS Agency/Consultancy Firm]

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**Form 1.1: GIS Agency/Consultancy Firm Information**

**(On GIS Agency/Consultancy Firm's Letterhead)**

GIS Agency/Consultancy Firm's Name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm's Reference No. \_\_\_\_\_ Date.....

REOI document No. xx/x/xxCOMP/REOI/001

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Note: GIS Agency/Consultancy Firm shall fill in this Form following the instructions indicated below.

GIS Agency/Consultancy Firm shall enclose certified copies of the documentary proof/ evidence to substantiate the corresponding statement wherever necessary and applicable. GIS Agency/Consultancy Firm's wrong or misleading information shall be treated as a breach of the Code of Integrity. Such REOIs shall be liable to be rejected as nonresponsive, in addition to other punitive actions provided for such a breach in the REOI document.

(Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)

1) GIS Agency/Consultancy Firm / Contractor particulars:

a) Name of the GIS Agency/Consultancy Firm's Organisation:	
b) Corporate Identity No. (CIN):	
c) Registration, if any, with The Procuring Entity:	
d) Date of incorporation/ start of business:	
e) Place of Registration/ Principal place of business":	
f) Number of Years in Business:	
g) Number of Years in GIS based solutions implementation	
h) GIS Agency/Consultancy Firm's Website URL:	
i) Complete Postal Address:	

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j) Pin code/ ZIP code:	
k) Telephone nos. (with country/ area codes):	
l) Mobile Nos.: (with country/ area codes):	
m) Contact persons/ Designation:	
n) Email IDs:	
o) PAN Number:	
p) GSTIN No:	

**NB: In the case of JV/C, repeat these details for all members**

Submit documents to demonstrate eligibility as per REOI Clause 4.1-1) - A self-certified copy of registration certificate – in case of a partnership firm – Deed of Partnership; in case of Company – Notarised and certified copy of its Registration; In case of JV, letter of intent to form JV or JV agreement and in case of Society – its Byelaws and registration certificate of the firm.

- 2) GIS Agency/Consultancy Firm/JV's Organisation Structure: Submit the overall organisation structure of the firm.
- 3) GIS Agency/Consultancy Firm/JV's Overall profile: Submit the overall profile of the firm, highlighting technical and managerial capabilities.

Authorisation of Person(s) signing the REOI on behalf of the GIS Agency/Consultancy Firm

Full name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signing as:

- A sole proprietorship firm. The person signing the REOI is the sole proprietor/ constituted attorney of the sole proprietor,
- A partnership firm. The person signing the REOI is duly authorised being a partner to do so under the partnership agreement or the general power of attorney,
- A company. The person signing the REOI is the constituted attorney by a resolution passed by the Board of Directors or in pursuance of the authority conferred by the Memorandum of Association/ Articles of Association.
- A Society. The person signing the REOI is the constituted attorney.

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- A Joint Venture/ Consortium. The person signing the bid is the designated lead member, as named in the JV/C agreement/ MOU or similar document in connection with the formation of the JV/C or are all future proposed members, in case (JV/C) has not been legally constituted at the time of bidding.

Documents to be submitted: Registration Certificate/ Memorandum of Association/ Partnership Agreement/  
Power of Attorney/ Board Resolution GIS Agency/Consultancy Firm's Authorized Representative Information

Name:

Address:

Telephone/ Mobile numbers:

Email Address:

(Signature with date)

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of name, address, and seal of the GIS Agency/Consultancy Firm]

DA: As above

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

**Form 1.2: Eligibility Declarations**

**(Ref REOI Clause 2.3)**

**(On GIS Agency/Consultancy Firm's Letterhead, supported with copy of Incorporation Certificates (for all member in case of consortium), and copy of PAN, GST registration certificate)**

REOI document No. xx/x/xxCOMP/REOI/001

**Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

GIS Agency/Consultancy Firm's Name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm's Reference No. \_\_\_\_\_

Date.....

[Note: The list below is indicative only. You may attach more documents as required to confirm your eligibility criteria.]

**Eligibility Declarations**

(Please tick appropriate boxes or cross out any declaration not applicable to the GIS Agency/Consultancy Firm)

We hereby confirm that we comply with all the stipulations of REOI Clause 4.1 of the REOI document and declare as under and shall provide evidence of our continued eligibility to the DGS as and when it may be requested:

1) **Legal Entity of GIS Agency/Consultancy Firm:** We are:

- a) : \_\_\_\_\_ relevant documents enclosed)
- b) We are a GIS Agency/Consultancy Firm with valid registration regarding GSTIN, PAN, EPF, ESI, Labour, or equivalent registration certificate as applicable to the subject Services.

2) **Eligibility:** We solemnly declare that we (including our affiliates or subsidiaries, or constituents):

- a) are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administered by a court or a judicial officer, not have our business activities suspended and are not the subject of legal proceedings for any of these reasons;
- b) (including our affiliates or subsidiaries, or constituents for any part of the assignment):
  - i) Do not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its procurement processes; and/ or



**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

- ii) Are not convicted (within three years preceding the last date of REOI submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of the Government of India from participation in procurement processes of all its entities for offences mentioned in REOI document in this regard.
  - iii) We have neither changed our name nor created a new "Allied Entity", consequent to the above disqualifications.
  - c) Do not have any association (as GIS Agency/Consultancy Firm / partner/ Director/ employee in any capacity) with such retired public official or near relations of such officials of DGS, as counter-indicated, in the REOI document.
  - d) We have no conflict of interest, which substantially affects fair competition. The quoted prices are competitive without adopting unfair/ unethical/ anti-competitive means. No attempt has been made or shall be made by us to induce any other GIS Agency/Consultancy Firm to submit or not to submit an REOI to restrict competition.
  - e) We certify that we fulfil other additional eligibility conditions if prescribed in the REOI document.
- 3) We certify that we are not an entity from a country identified to restrict GIS Agency/Consultancy Firms from India from participation in their Government Procurements as per REOI clause 4.2.1
- 4) Restrictions on procurement from GIS Agency/Consultancy Firms from a country or countries or a class of countries under Rule 144 (xi) of the General Financial Rules 2017:**

"We have read the clause regarding restrictions on procurement from a GIS Agency /Consultancy Firms of a country which shares a land border with India and on sub-contracting to contractors from such countries, and solemnly certify that we fulfil all requirements in this regard and are eligible to be considered. We certify that:

- a) we are not from such a country or, if from such a country, we are registered with the Competent Authority (copy enclosed). and;
- b) we shall not subcontract any assignment to a contractor from such countries unless such a contractor is registered with the Competent Authority.

**5) Start-up Status:**

We confirm that we are (Certificate of Recognition issued by the Department for Promotion of Industry and Internal Trade (DPIIT) enclosed herewith)/ are not a Start-up entity as per the Department of Promotion of Industrial and Internal Trade – DPIIT.

**6) Penalties for false or misleading declarations:**

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
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We hereby confirm that the particulars given above are factually correct and nothing is concealed and undertake to advise any future changes to the above details. We understand that any wrong or misleading self-declaration would violate the Code of Integrity and attract penalties.

.....

(Signature with date)

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of

.....

..... Name, address, and seal of the GIS Agency/Consultancy Firm

DA: As in Sr 1 to 5 above, as applicable

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

**Form 2: Qualification Criteria**

(Ref Section III: Qualification Criteria)

(Along with supporting documents, if any)

(On GIS Agency/Consultancy Firm's Letterhead)

REOI document No. xx/x/xxCOMP/REOI/001

**Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data  
Standards for Geospatial Platform**

GIS Agency/Consultancy Firm's Name\_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm's Reference No.\_\_\_\_\_

Date.....

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

*Note to GIS Agency/Consultancy Firm: The Procuring Entity reserves its right to call for verification originals of all self-certified copies of stipulated documents supporting the fulfilment of qualifying criteria during the following RFP Process. If the shortlisted GIS Agency/Consultancy Firm fails at that stage to provide such originals or, in case of substantive discrepancies in such documents, it shall be construed as a breach of the Code of Integrity (see clause 12 below). Such RFP proposals shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach.*

**Summary of Response to Qualification Criteria**

<b>S.NO</b>	<b>QC #</b>	<b>Condition</b>	<b>Criteria</b>	<b>Supporting Document</b>	<b>Qualification Criteria Met (Yes or NO)</b>
1.	<b>QC1</b>	<b>Similar Experience</b>	<p>The applicant shall be a firm/ company/ partnership/ proprietorship firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932 and who have their registered offices in India and must have an office in National Capital Region of Delhi.</p> <p>The firm should be in the business of providing similar consultancy services in India for at least 10 years as on 31.03.2025.</p>	<p>Copy of Certificate of incorporation and Partnership Deed, if any</p> <p>Certificate by company Secretary of the Bidder's organization</p>	
2.	<b>QC2</b>	<b>Technical Capability</b>	<p>The Bidder shall have experience of providing:</p> <p>(iv). Three similar completed consultancy services to Central Govt./State Govt./PSUs/ Govt. bodies in India costing not less than Rs. 1 Cr each or</p> <p>(v). Two similar completed services costing not less than Rs.1.5 Cr each or</p>	Copy of Work Order / Contract	

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
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S.NO	QC #	Condition	Criteria	Supporting Document	Qualification Criteria Met (Yes or NO)
			vi). One similar completed service costing not less than Rs. 3 Cr		
3.	QC3	<b>General (Certification)</b>	<p>PAN No. / Service Tax Registration Certificate</p> <p>The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies.</p> <p>Preference will be given to agency/organization having prior experience in Project management consultancy/ Project Management Unit for any Central / State Govt. / Govt. Autonomous Bodies</p>	<p>Copy of Certificate to be enclosed.</p> <p>Certificate signed by the Authorized signatory</p>	
<b>Criteria 2 - Financial Capability</b>					
4.	QC4	<b>Financial: Net worth</b>	The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (FY 2022-23, 2023-24, 2024-25).	CA certified document with name of CA registration number, signature and stamp	

*Note: GIS Agency/Consultancy Firms shall provide evidence of their continued qualification to perform the Services satisfactorily to the Procuring Entity, as the Procuring Entity may request at any stage during the RFP process that would follow this REOI.*

.....  
(Signature with date)

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of

..... Name, address, and seal of the GIS Agency/Consultancy Firm

DA: As above, if any

**Form 2.1: Performance Capability Statement**

**Statement of Performance of Services**

(Ref REOI Clause 2.3, Section III: Qualification Criteria)

(On GIS Agency/Consultancy Firm's Letterhead)

REOI document No. xx/2x/xxCOMP/REOI/001

**Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data  
Standards for Geospatial Platform**

GIS Agency/Consultancy Firm's Name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm Reference No. \_\_\_\_\_

Date.....

*Note to GIS Agency/Consultancy Firm:*

1. GIS Agency/Consultancy Firm or member of a Joint Venture/Consortium (JV/C) must fill in this Form to prove conformance to Section III Qualification Criteria. Mention contracts in which a GIS Agency/Consultancy Firm or a member of a JV/C is or has been a party, whether as a GIS Agency/Consultancy Firm, affiliate, associate, subsidiary, or any other role. The list below is indicative

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

*only. You may attach more documents as required to highlight your past performance. Add additional details not covered elsewhere in your REOI in this regard. Statements and Documents may be mentioned/ attached here.*

2. *List only those assignments for which the GIS Agency/Consultancy Firm was legally contracted as a company or was one of the joint venture members. Assignments completed by the GIS Agency/Consultancy Firm's individual experts working privately or through other firms cannot be claimed as the relevant experience of the GIS Agency/Consultancy Firm or that of the GIS Agency/Consultancy Firm's partners or sub- GIS Agency/Consultancy Firm (s) but can be claimed by the Experts themselves in their CVs. Assignments of Sub- GIS Agency/Consultancy Firm (s) can be used to meet the Experience requirements specified in Section III, Qualification Criteria. The GIS Agency/Consultancy Firm should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if the Client requests.*

- 1) **The number of years of experience in development of Complete GIS based Solutions:** Provide evidence for the required length of experience in similar Services and cross-reference the list of assignments below.
- 2) **In the specified period, list similar Services assignments completed or completed in a tabular form** (Period specified in Section III – Qualification Criteria Note: List only the most important and relevant ones. List the largest value and most relevant projects to this assignment first)
  - a) country, client, (source of funding),
  - b) project title, project reference number, project value, project period
  - c) brief description of the s GIS Agency/Consultancy Firm's role in the project
  - d) # of international staff months, # of national staff months deployed by you on the project
  - e) Is it a Similar Experience as per Section III: Qualification Criteria (Yes or No)
  - f) Is it in General Sector as per Section III: Qualification Criteria (Yes or No)
  - g) Is it in Specific Sector as per Section III: Qualification Criteria (Yes or No)

Specific Sector entails - The entity that is doing a similar nature of work as the Geospatial Portal, in the nature of having GIS Consultation Work, GIS based Asset Mapping & Assets Management, GIS Software Sales & Services, Aerial Drone Surveying & Mapping, Satellite Image Procurement, Customised GIS Application training. The bidder if having any experience in applications oriented towards complete GIS based solutions.

.....

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

(Signature with date)

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of

.....

..... Name, address, and seal of the GIS Agency/Consultancy Firm]

DA: Performance records/ contracts

**Form 2.2: Financial Capability Statements**

(Ref REOI Clause 2.3, Section III: Qualification Criteria)

(On GIS Agency/Consultancy Firm's Letterhead)

REOI document No. xx/x/xxCOMP/REOI/001

**Tender Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data  
Standards for Geospatial Platform**

GIS Agency/Consultancy Firm's Name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm's Reference No. \_\_\_\_\_

Date.....

*Note to GIS Agency/Consultancy Firm: Fill out this Form for the GIS Agency/Consultancy Firm and each member of a joint venture or other association that is a party to the GIS Agency/Consultancy Firm to highlight conformance to Criteria 2: Financial Capability. The list below is indicative only. You may attach more documents as required. Add additional details not covered elsewhere in your REOI in this regard.*

**Form 2.2.1: Financial Statements**



**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

*Note: Each GIS Agency/Consultancy Firm or member of a Joint Venture/Consortium making up a must fill in this Form.*

<b>Financial Data for Previous Three (3) Years</b>			
	<b>Year 1:</b>	<b>Year 2:</b>	<b>Year 3:</b>
<b>Information from the Balance Sheet</b>			
<b>Total Assets</b>			
<b>Total Liabilities</b>			
<b>Net Worth</b>			
<b>Current Assets</b>			
<b>Current Liabilities</b>			
<b>Working Capital</b>			
<b>Information from Income Statement</b>			
<b>Total Revenues</b>			
<b>Profits Before Taxes</b>			
<b>Profits After Taxes</b>			

Attached are copies of financial statements (either audited financial statements supported by audit report or certified financial statements supported by Income tax returns), complying with the following conditions.

- 1) All such documents reflect the financial situation of the GIS Agency/Consultancy Firm or a member of a Joint Venture or other association and not a sister or parent company.
- 2) A Chartered accountant must audit historical financial statements.
- 3) Historical financial statements must be complete, including all notes to the financial statements.
- 4) Historical financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

.....  
(Signature with date)

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of

.....

..... Name, address, and seal of the GIS Agency/Consultancy Firm]

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

**Form 2.2.2: Average Annual Turnover**

(Ref REOI Clause 2.3, Section III: Qualification Criteria)

(On GIS Agency/Consultancy Firm's Letterhead)

REOI document No. xx/x/xxCOMP/REOI/001

**Tender Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

GIS Agency/Consultancy Firm's Name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm's Reference No. \_\_\_\_\_

Date.....

*Note: Each GIS Agency/Consultancy Firm or member of a Joint Venture/Consortium must fill in these forms.*

<b>Annual Turnover Data (Rs Crores) for the Last Three (3) Financial Years</b>		
<b>Year</b>	<b>Total Turnover Amount</b>	<b>Turnover from GIS based solution Implementation</b> (supported by a certificate from the Chartered Accountants)
<b>Average Annual Turnover</b>		

.....  
(Signature with date)

.....  
(Name and designation)  
Duly authorised to sign REOI for and on behalf of

.....  
..... Name, address, and seal of the GIS Agency/Consultancy Firm

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

**Form 3: Checklist for *GIS Agency/Consultancy Firm***

Ref REOI Clause 2.3)

(On GIS Agency/Consultancy Firm's Letterhead)

GIS Agency/Consultancy Firm's Name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm's Reference No. \_\_\_\_\_

Date.....

REOI document No. xx/x/xxCOMP/REOI/001

**Tender Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

*Note to GIS Agency/Consultancy Firm's: This checklist is merely to help the GIS Agency/Consultancy Firms to prepare their REOIs. It does not override or modify the requirement of the REOI. GIS Agency/Consultancy Firms must do their due diligence also.*

Sr No.	Documents submitted, duly filled, signed	Yes/ No/ NA
1.	Form 1.- REOI Form (to serve as covering letter and declarations)	
2.	Form 1.1: GIS Agency/Consultancy Firm's Information and Power of attorney and Registration Certificates etc.	
3.	Form 1.2: Eligibility Declarations, along with supporting documents	
4.	Form 2: Qualification Criteria – Compliance –	
4.a	Form 2.1, 2.2 (and its sub-forms) to support Form 2 along with supporting documents	
5.	Form 3: Checklist for GIS Agency/Consultancy Firm	
6.	Form 4: Declaration for No Conflict of Interest	
7.	Form 5: Details of ineligibility for corrupt or fraudulent practices / blacklisted with any of the Government or Public Sector Units	
8.	Form 6: Authorization to Attend Pre-EOI Conference	
9.	Form 7: Other information required	
10.	Any other requirements, if stipulated in Section II: Appendix; or if considered relevant by the GIS Agency/Consultancy Firm	

.....  
(Signature with date)

.....  
(Name and designation)  
Duly authorised to sign REOI for and on behalf of.....

[Name, address, and seal of the GIS Agency/Consultancy Firm]

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
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**Form 4: Declaration for No Conflict of Interest**

**<<To be submitted on the Company Letter head of the Lead Bidder>>**

Date:

To

Directorate General of Shipping,

9th Floor, Beta Building,

i-Think Techno campus

Kanjurmarg (East), Mumbai – 400042

Sir,

Sub: Undertaking on No Conflict of Interest

I / We as GIS Agency/Consultancy Firm do hereby undertake that there is absence of, actual or potential conflict of interest on our part, on part of our Consortium partner (in case of a Consortium) due to prior, current, or proposed contracts engagements, or affiliations with Directorate General of Shipping, Government of India.

I / We also confirm that there are no potential elements (time frame for service delivery, resource, financial or other) that would adversely impact our ability to complete the requirements of this RFP.

We undertake and agree to indemnify and hold Directorate General of Shipping, Government of India harmless against all claims, losses, damages, costs, expenses, proceeding fees of legal advisors (on a reimbursement basis) and fees of other professionals incurred (in the case of legal fees & fees of professionals, reasonably) Directorate General of Shipping, Government of India and / or its representatives, if any such conflict arises later.

Yours faithfully,

Authorized Signatory

Designation

Date

Time

Seal

**Business Address**

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

**Form 5: Details of ineligibility for corrupt or fraudulent practices / blacklisted  
with any of the Government or Public Sector Units**

<<On the letterhead of the Bidding Organization>>

<<In case of consortium, separate certificates to be submitted from respective authorized  
representatives>>

Date:

To:

Directorate General of Shipping  
9<sup>th</sup> Floor, Beta Building,  
i-Think Techno campus  
Kanjurmarg (East), Mumbai - 400042

**Subject:** Declaration for not being under an ineligibility for corrupt or fraudulent practices or blacklisted with  
any of the Government or Public Sector Units in India

Dear Sir,

We, the undersigned, hereby declare that

We are not under a declaration of ineligibility / banned / blacklisted by any State or Central Government  
/ any other Government institutions in India for any reason as on last date of submission of the Bid or  
convicted of economic offence in India for any reason as on last date of submission of the Bid.

Thanking you,

Yours faithfully

(Signature of the Authorized signatory of the Bidding Organization)

Name :

Designation :

Date :

Company Seal :

Business Address :

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

**Form 6: Authorization to Attend Pre-EOI Conference**

Refer to REOI Clause 6.3)

(On The GIS Agency/Consultancy Firm's Letterhead)

GIS Agency/Consultancy Firm's name \_\_\_\_\_

[Address and Contact Details]

GIS Agency/Consultancy Firm Reference No. \_\_\_\_\_

Date.....

To,

Directorate General of Shipping, 9th Floor,

BETA Building, I-Think Techno Campus,

Kanjur Village Road, Kanjurmarg (E),

Mumbai-400042

Ref: REOI document No. xx/x/xxCOMP/REOI/001

**Title: Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

Subject: Authorisation to attend Pre-EOI Conference on \_\_\_\_\_ (date).

The following persons are authorised to attend the Pre-EOI Conference for the REOI mentioned above on behalf of \_\_\_\_\_ (GIS Agency/Consultancy Firm) in the order of preference given below.

Sr.	Name	Government Photo ID Type/ Number
I.		
II.		
Alternate Representative		

Note:

1. Maximum of two representatives (carrying valid Government photo IDs) shall be permitted to attend the Pre-EOI opening. An alternate representative shall be permitted when regular representatives are not able to participate.
2. Permission to enter the hall where the Pre-EOI conference is conducted may be refused if authorisation as prescribed above is not submitted.

Signatures of GIS Agency/Consultancy Firm

or

The officer authorised to sign the REOI.

Documents on behalf of the GIS Agency/Consultancy Firm

Name, address, and seal of the GIS Agency/Consultancy Firm

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for  
Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

**Form 7: Other information required.**

(All Questions except S.No.6 are mandatory for bidders who are submitting the response for this REOI)

**1. Approach and Methodology (Mandatory)**

Sr.No	Question
1.1	<p><b>Company Background and Experience</b></p> <ul style="list-style-type: none"> <li>• Can you provide a brief overview of your company, including its history and core competencies?</li> <li>• What is your experience in developing geospatial portals, particularly for the shipping industry?</li> <li>• Can you share case studies or examples of similar projects you have completed?</li> </ul>
1.2	<p><b>Technical Expertise</b></p> <ul style="list-style-type: none"> <li>• What geospatial technologies (GIS software, databases, etc.) do you specialize in?</li> <li>• What programming languages and frameworks do you typically use for geospatial application development?</li> <li>• How do you ensure data accuracy and reliability in your geospatial solutions?</li> </ul>
1.3	<p><b>Project Management and Development Approach</b></p> <ul style="list-style-type: none"> <li>• What project management methodologies do you use (e.g., Agile, Scrum, Waterfall)?</li> <li>• How do you handle project scope, timeline, and budget management?</li> <li>• What is your approach to stakeholder engagement and communication throughout the project lifecycle?</li> </ul>
1.4	<p><b>Customization and Integration</b></p> <ul style="list-style-type: none"> <li>• How do you approach customization to meet specific client needs?</li> <li>• Can you integrate the geospatial portal with existing systems, such as logistics or supply chain management software?</li> <li>• What is your experience with API development and third-party service integration?</li> </ul>
1.5	<p><b>Data Security and Compliance</b></p>



**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

	<ul style="list-style-type: none"> <li>• How do you ensure data security and privacy in your geospatial solutions?</li> <li>• Are your solutions compliant with relevant data protection regulations (e.g., GDPR)?</li> <li>• What measures do you take to protect against cybersecurity threats?</li> </ul>
1.6	<b>Scalability and Performance</b> <ul style="list-style-type: none"> <li>• How do you ensure the scalability of the geospatial portal to handle increasing data loads and users?</li> <li>• What performance optimization techniques do you implement to ensure fast data processing and visualization?</li> </ul>
1.7	<b>User Experience (UX) and Design</b> <ul style="list-style-type: none"> <li>• What is your approach to ensuring a user-friendly interface and intuitive navigation?</li> <li>• Do you involve end-users in the design process for feedback and usability testing?</li> <li>• Can you provide examples of user interfaces you have designed for similar projects?</li> </ul>
1.8	<b>Training and Support</b> <ul style="list-style-type: none"> <li>• What training do you offer to ensure users can effectively utilize the geospatial portal?</li> <li>• What ongoing support and maintenance services do you provide post-launch?</li> <li>• How do you handle software updates and upgrades?</li> </ul>
1.9	<b>Cost and Licensing</b> <ul style="list-style-type: none"> <li>• Can you provide a detailed cost estimate, including development, licensing, and ongoing maintenance?</li> <li>• What are your payment terms and conditions?</li> <li>• Are there any additional costs for customization or third-party integrations?</li> </ul>

**2. Feedback/Suggestion on the Terms of References/Scope of the REOI (Optional)**

**Annexure- I**

**Data Layers defined for all ports:**

<b>Sr. No.</b>	<b>Layer Name</b>
1	Port Area (Land)
2	Port Limit(Water)
3	Berth / Jetty Inside Port Area
4	Lighthouses Of Port
5	SEZ Area For Port
6	Cruise Terminals In Port Area
7	Port Rail Connectivity
8	Pipeline Network In Port Area
9	Tank Farms In Port Area
10	Road Connectivity In Port Area
11	Warehouse / Sheds In Port Area
12	Administrative Buildings In Port Area
13	Quarter/Residential Areas
14	Commercial Establishments
15	Hospital And Emergency Assistance In Port Area :
16	Fire Fighting Centers Inside Port Area
17	Amenities In Port Area
18	Port Specific Layer In Port Area
19	Project Information In Port Area
20	Dredging Location / Volume
21	Historical and Archaeological Sites
22	Coastal Erosion Zones
23	Marine Protected Areas
24	Underwater Cables and Pipelines
25	Port Wastewater Treatment Plants
26	Oil Spill Containment Zones
27	Storm water Management Areas

**Request for Expression of Interest (REOI) for Selection of GIS Consultants/Experts for Developing Framework and Guidelines for Geospatial Data Standards for Geospatial Platform**

28	Floating Structures and Facilities
29	Public Access Areas
30	Anchorage Areas
31	Port Security Zones
32	Marine Fuelling Stations
33	Emergency Evacuation Routes and Safe Zones
34	Tsunami Inundation Zones
35	Utilities Network
36	Electric Poles
37	CCTV Surveillance
38	Parking Spaces
39	Open Spaces
40	Trees
41	HT Lines / Towers
42	Fuelling Stations
43	Sensitive Areas
44	Contours
45	Digital Elevation Model
46	High Resolution Image
47	Establishing TBM for Maintaining Uniformity of Levels Across the Areas
48	Existing Layouts / Plans / Drawings / Maps of Area
49	Proposed Layouts / Plans / Drawings / Maps of Area
50	3D Topographical Model

Note: This list is not exhaustive and may vary depending on the type of ports.