

# REQUEST FOR PROPOSAL (RFP)

FOR

SELECTION OF AGENCY TO UNDERTAKE

**Development of Mobile and Web GIS Based Work  
Passbook for Govt. Departments of Govt. of Odisha**

***RFP No: 21/2025, Dt 31/08/2025***



**ODISHA SPACE APPLICATIONS CENTRE (ORSAC)**

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/RFP

31/08/2025



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## 1. Schedule of Events

Sl.	Information	Dates & Details
1.	Date of Issue of RFP	31.08.2025
2.	RFP Issuing Authority and Contact officer of Tender	Chief Executive, ORSAC, Bhubaneswar, Odisha.
3.	Last Date of Receipt of Pre-Bid Queries.	06.09.2025, 05:00 P.M.
4.	Date of Pre-Bid Meeting	11.09.2025, 11:00 A.M.
5.	Issue of Consolidated and Relevant Clarifications on the received Pre-Bid Queries.	17.09.2025, 05: 00 P.M. will be uploaded in ORSAC Website
6.	Last date of receipt of Bids	13.10.2025, 05:00 P.M.
7.	Opening of General & Technical Bids	14.10.2025, 11: 00 A.M.
8.	Date of Technical Presentation	15.10.2025, 11:00 A.M. onwards
9.	Opening of Financial Bids & Declaration of Bidding Results.	To intimated later (will be uploaded in ORSAC Website)
10.	Address for Submission of Bid	ORSAC, Plot No 45/48(P), Jaydev Vihar, Bhubaneswar, Odisha 751023.





## 2. Disclaimer

All information contained in this RFP Document is in faith. This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party.

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

Odisha Space Applications Centre (ORSAC) reserves the right to reject any or all the proposals submitted in response to this RFP Document at any stage without assigning any reasons whatsoever. ORSAC also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the RFP Document response. ORSAC reserves the right to change/modify/amend any or all of the provisions of this RFP Document. Such changes would be posted only in its website ([www.orsac.gov.in](http://www.orsac.gov.in)). Prospective bidders (bidders) are requested to visit the website frequently to keep them abreast with the latest developments on this RFP.

Neither ORSAC nor its employees and associates will have any liability to any prospective respondent interested to apply or any other person under the law of contract, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this RFP Document, any matter deemed to form part of this RFP Document, the award of the Assignment, the information and any other information supplied by or on behalf of ORSAC or their employees and bidder/consortium or otherwise arising in any way from the selection process for the Assignment.

Information provided in this document or imparted to any respondent as part of the RFP Document process is confidential to ORSAC and shall not be used by the respondent for any other purpose, distributed to, or shared with any other person or organization.







### 3. Background Information

Odisha's public infrastructure development is currently hindered by fragmented monitoring systems across departments dealing with various assets like Roads & Buildings, Bridges and Culverts, Drinking Water, Irrigation assets and Industry etc. Each department uses its own independent application—such as **WAMIS, PPMS, IMIS, OMMAS** etc. —with incompatible data structures and limited interoperability. This results in:

- Duplication of efforts due to absent geo-referencing
- Inefficient resource deployment
- Lack of cross-department oversight

To resolve these issues, a **Work Passbook platform** is proposed: A **Web and Mobile GIS-based federated digital register** that integrates decentralized departmental datasets under a common framework. Unlike a monolithic system, a federated design allows departments to retain autonomy while contributing interoperable data through standardized APIs—a well-established best practice in enterprise architecture.

### 4. Project Objective

The goal is to deliver a **Web-GIS-based Work Passbook Application**—a Geo-ICT platform that functions as a **digital public ledger**, listing all government infrastructure works in Odisha, both ongoing and completed. Key attributes include:

- **Federated multi-department platform:** Departments maintain datasets while enabling interoperable sharing
  - **Asset geo-referencing:** Coordinates assigned to each work to prevent duplication
  - **Public transparency:** Bilingual access with project details, maps, contractor information, timelines, budgets, and geo-tagged photos
  - **Real-time tracking:** Fund disbursement, physical progress, satellite and AI analytics for validation.
  - Generalised Unique Asset ID for each asset irrespective of departments.
  - Get the real-time feedback from the citizens about the asset.
- a) Development of a customized network protocol based on Beckn/ONDC protocol to incorporate network-based interoperability between Works Passbook and Departmental Asset/ Work Management Application.
  - b) Development and finalization of Data Structure to be showcased for each asset integrated in Works Passbook application.
  - c) Development of Spatial ETL tool using developed Works passbook data sharing protocol to transpose different data sets and map from different departmental application data structure according to requirements of Works Passbook application.





- d) Development of Web and Mobile GIS application for visualization of major public assets with attributes (Physical and Financial Progress).
- e) Field mobile application for capturing of progress using Geo Tagged pictures and attributes. (For inspection purposes if necessary)
- f) Analytical dashboards for administrators to visualize information/ work progress across multiple departments.
- g) Visualization of all physical and financial progress across the asset Lifecycle including Capital Expenditure, Maintenance and Upgradation expenditure if any.
- h) Development of public interface for ease of access of all public asset related information to the public using Web and Mobile application.
- i) The application would be Bilingual with default option as Odia for ease of use by Citizens.

## 5. Workload

The works passbook application would comprise of works undertaken by the key engineering departments of the Govt. of Odisha with nature of works. For the initial development and commissioning of Works Passbook application, only data from WAMIS/PPMS application is to be integrated with the application. Due to the enormity of the project and the complex nature of data for each different department it is proposed that the Works Passbook be prepared in a phased manner.

## 6. Scope of Work

The proposed Works Passbook application is being developed as a unified Web and Mobile GIS platform consolidating all major public works taken up by all departments of Govt. of Odisha. The application is proposed to be built in line with Beckn Protocol / Open Network for Digital Commerce (ONDC) to ensure the core design of Works Passbook application is decentralized and modular.

The works passbook application would have a real-time data visualization of all integrated departmental assets along with their Physical and Financial Progress. The application will be a bilingual application, supporting both Odia and English dialects, ensuring accessibility for all stakeholders and enabling wider adoption across the state.

Public works/ assets can be categorized into the following broad categories based on its physical status and existence:

- a. Completed works (in last 2-3 years)/ Existing assets
- b. Ongoing upgradation works (on completed assets)
- c. Ongoing maintenance works (of completed assets)
- d. On-going new works





The implementation will follow a phased approach with Phase 1 covering the only ongoing new works covered under WAMIS application for the taken up during the Financial Year 2025-26. This strategic rollout will ensure proper system integration before expanding to other categories of works in subsequent phases.

The main components in the scope of work can be classified into the following:

#### **6.1 Development of customized Works Passbook data sharing protocol**

Works passbook application is provisioned to showcase all departmental asset data shared through customized protocol developed for Works Passbook based on Beckn Protocol. The developed protocol would ensure interoperability between Works Passbook and different departmental applications while ensuring decentralized data storage and modular application structure.

#### **6.2 Development of Data Sharing Service Level Contracts and Performance Benchmarks**

All data visualized in Works Passbook applications would be fetched directly from departmental applications through custom APIs and a unified data sharing platform. The performance and the ability of Works Passbook application to render data against each query by the departmental or citizen user is solely depended on the performance of the departmental applications and their ability to render query results with the inclusion of spatial filters.

To ensure the proper functioning of Works Passbook application, a Standard SLA would be developed with each of the on boarding applications which should specify the following items:

- I. Load Capacity of departmental applications (Minimum 2,000 concurrent users)
- II. **Scalability of the application with the ability to maintain or improve performance as the load increases**
- III. **Throughput for the number of requests or transactions processed per unit of time.**
- IV. **Performance with emphasis on response time, latency, and resource utilization.**
- V. **Maximum permissible downtime in a month/ year for the application.**
- VI. **And search optimization considering the large number of concurrent users.**
- VII. The application should have redundancy keeping in view the large size of user base and data.

#### **6.3 Development and finalization of Unified Works Passbook Data Structure**

The Works Passbook application would encompass data sets from multiple existing departmental applications like WAMIS, DMF, PPMS, OFMS, School and Mass Education Asset Mapper etc. along with the provision for incorporation of any upcoming departmental asset mapping and monitoring applications. For the interoperability of different datasets across different applications, the development of a standardized data sharing structure for all data sets as per the requirement of Works Passbook Application.





#### 6.4 Development and implementation of Spatial Data Flow Pipeline (Spatial ETL) to be implemented over Works Passbook data sharing protocol

The Works Passbook application would be integrated with all existing and upcoming departmental asset monitoring application for near real-time data sharing between the applications. For this purpose, a Spatial ETL tool for API based interoperability with different applications to load data as per customized query prompts from Works Passbook application needs to be developed and embedded into the Works Passbook application.

The data flow pipeline would contain the following features and functionalities:

- a. Sharing of data through secured APIs using custom encryption.
- b. Sharing of both Spatial and Non-Spatial Datasets along with files.
- c. All datasets mapped with unique department ID, asset id, LGD Code etc.
- d. Transpose original data to be mapped with Works Passbook data structure keeping the original data intact.

**Note:**

- i. *Works passbook being a GIS enabled platform, for any existing departmental third-party applications to be integrated, the data/ asset should be properly Geo Tagged and linked with a unique Asset ID.*
- ii. *All works (Creation, Maintenance and Upgradation) taken up against each of the assets (Road, Building, Bridges, Culverts etc.) should be tagged with the unique asset ID with one to many tagging between asset and works.*
- iii. *The departmental applications should come with inbuilt GIS capabilities to enable geo query of database for data fetching based on user locational preference.*
- iv. *Departmental applications need to provide access to the Database in staging/ development environment for development, configuration and setup of Works Passbook custom API for data ingestion during integration phase with Works passbook application.*

#### 6.5 Integration of Third-Party Bi-Lingual Translation API

Works passbook application would be able to cater to the queries regarding public assets in their specific Area of Interest primarily in Odia with option for English Translation. Since the data transactional available in the departmental applications are mainly in English, the Works Passbook application would have capability convert the text on the fly from English to Odia based on existing technology.

The works passbook application should be able to seamlessly integrate available commercial text conversion APIs for transformation of data from English to Odia on the fly.

There will be an option for speech to text and text to speech. I.e. the user query can be in the form of voice or text and similarly the o/p of the query will be in the form of voice and text.

#### 6.6 Development of Comprehensive Web and Mobile GIS based Works Passbook application

The suggestive features and functionalities are as mentioned below:

Sl.	Module	Functionalities/ Objectives
1	Public Works Analytical Dashboard	<ul style="list-style-type: none"> <li>District/ Block/ Tehsil/ GP/ Village wise works count based on type of work and stage of work.</li> <li>District/ Block/ Tehsil/ GP/ Village wise works financial progress.</li> <li>Inspection and Work Satisfaction dashboard. (Department Wise)</li> </ul>
2	Admin Console (Only Web)	<ul style="list-style-type: none"> <li>User Management.</li> <li>Role, Menu and Access Management.</li> </ul>
3	Web and Mobile GIS Map-view	<ul style="list-style-type: none"> <li>Visualize all administrative layers (Revenue and Departmental)</li> <li>Other infrastructural/ natural layers as available with the departments/ ORSAC (SRC officer, Shelters, Waterbodies, NH etc.)</li> <li>Query on departmental asset/ works layer based on administrative boundaries, asset type and work status.</li> <li>Option to visualize assets over Google map.</li> <li>Option to visualize inspection details and geo-tagged pictures on Map.</li> <li>Standard map tools like zoom, pan, scale etc.</li> </ul>
4	AOI Analysis	<ul style="list-style-type: none"> <li>Search nearby assets based on selected AOI and other filter parameters like asset type, department, asset status etc.</li> <li>Option to upload KML &amp; Shape file for AOI based analysis on nearby assets.</li> </ul>



Sl.	Module	Functionalities/ Objectives
5	Works Inspection- Mobile	<ul style="list-style-type: none"> <li>• Mobile GIS based work inspection application.</li> <li>• Collect geo-tagged images to display status of work</li> <li>• Customizable dynamic inspection form with site inspection person information capture.</li> <li>• Offline data storage and auto sync to server when online.</li> <li>• Interactive interface allowing users to view complete historical inspection information, including previous inspector details, timestamps, and all past geo-tagged images.</li> </ul>
6	Works Inspection- Web	<ul style="list-style-type: none"> <li>• Visualize works/ asset inspection details based on jurisdiction.</li> </ul>
7	Know Your Asset Information (KYAI)	<ul style="list-style-type: none"> <li>• Search works/ assets using interactive prompt-based Chat Bot in Odia and English Language.</li> <li>• Search works/ assets in respective AOI.</li> <li>• Ease of use application with option to search based on visual asset identification.</li> <li>• Bilingual support to assist common public usage.</li> </ul>

## 6.7 Public/Citizen User Interface

The works passbook application is designed to ensure general transparency through sharing of information relating to public works for all. The Works passbook application user interface should incorporate visual search capabilities with interactive maps and custom filters, enabling citizens to easily locate and identify public works in their area of interest through a simplified, user-friendly design. The bilingual support (Odia and English) ensures that language barriers do not hinder public engagement with government infrastructure information. It may also include taking voice command.

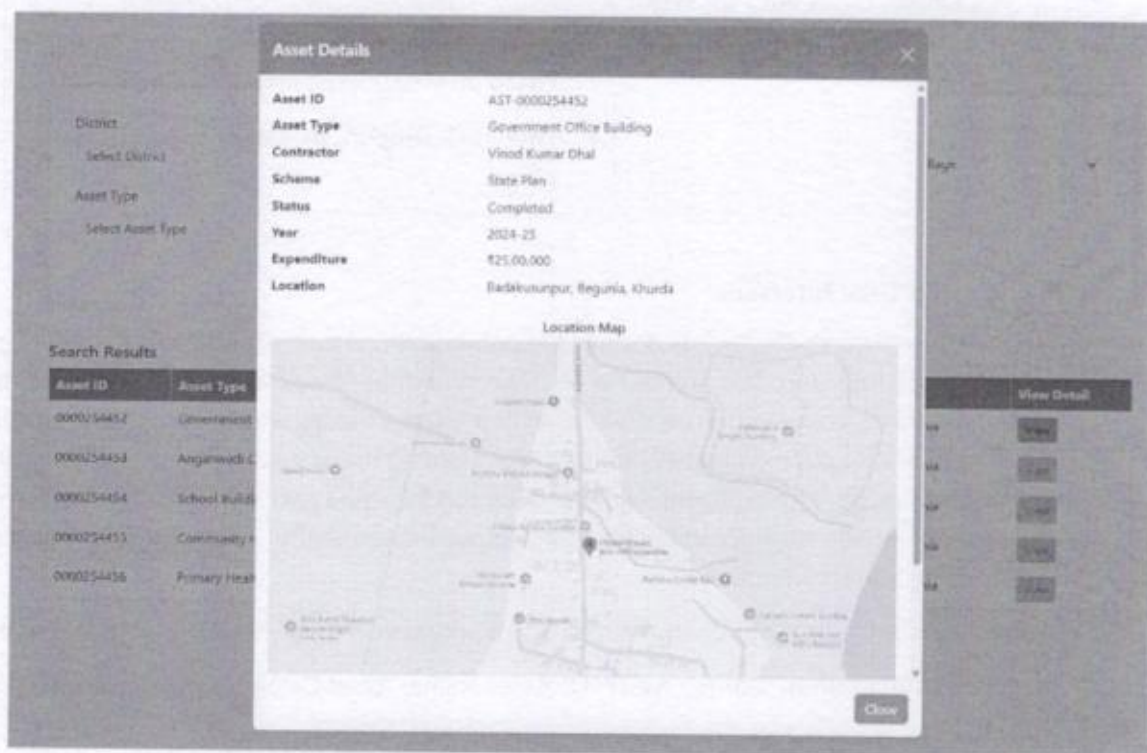
The asset details available to general public should contain, but not limited to, the following:

- **Asset Information:** Unique Asset ID, Asset Name, Asset Category, Asset Subcategory.
- **Administrative Details:** Department, Jurisdictional Area and Responsible Officials.

- **Tender/ Procurement Details:** Tender Details, Contractor Details, Payment Details and Estimated Date of Completion.
- **Financial Details:** Sanction Date, Sanctioned amount, Expenditure to date, funding source, and payment history.
- **Physical Progress Details:** Review administrative approvals, technical sanctions, and implementation timeline.

The public facing interface should come in all platforms (Web and Mobile) supporting the latest OS with GIS features as mentioned in Know Your Asset Information module and GIS Map View.

At the onset of the application, the system will automatically capture the user's location (with permission) to personalize the experience. Based on this location, the application will load and display public assets from the user's immediate vicinity—typically their village or urban ward—directly on an interactive map. Each asset displayed will be clickable, allowing users to explore details such as its name, category, implementing department, project status, financial progress, contractor information, and geo-tagged photographs. For users who wish to explore assets beyond their locality, the application will provide a flexible search interface. This ensures both intuitive exploration for general users and powerful tools for advanced users or researchers.





The public facing Mobile application should have inbuilt prompt-based chat functionality on Odia Language for ease of usage by common citizens.

#### **6.8 Integration of additional departmental applications into Works Passbook Application**

The Works Passbook application shall act as container to the departmental data (Physical and Financial) of all ongoing, completed and under maintenance public works taken up for major immovable assets under all Govt. Departments of Odisha. During the development and commissioning of the application, WAMIS application is to be integrated with Works Passbook.

To enhance transparency and citizen participation, the Works Passbook mobile application will include a dedicated provision for users to submit feedback or grievances related to specific public works. These submissions may include textual input as well as supporting geo-tagged photographs to ensure accurate and location-based reporting. All such grievances will be programmatically linked and forwarded to the Jana Sunani portal of the Government of Odisha, thereby ensuring a unified grievance redressal mechanism and seamless departmental follow-up. This integration will empower citizens to voice concerns directly from the app, improving accountability and service delivery across departments.

Over the subsequent phases of the application, additional Departmental applications are to be integrated into Works Passbook application using the defined set of Protocol if necessary.

#### **6.9 Security Certification**

The Works Passbook application shall act as container to the departmental data (Physical and Financial) of all ongoing, completed and under maintenance public works taken up for major assets under all Govt. Departments of Odisha.

Considering the sensitivity of the data, the application shall be following all standard best practices and development methodology to achieve optimal security standard. The application shall undergo CERT-In certification from CERT-In empanelled vendor before the final Go Live and Commissioning of the System. The system should also provision for mandatory CERT-IN certifications half-yearly after commissioning and Go-Live of the application.

Cloud hosting platform must comply with MeitY's empanelled cloud service provider requirements and CERT-IN security audit must be performed on the deployed infrastructure.

- The cost of the CERT-In certification will be borne by ORSAC as per actual

#### **6.10 QA/QC for Data Integrity**

A dedicated QC team of ORSAC will validate existing data in a staging geodatabase, focusing on:



- a. Spatial accuracy and projection checks
- b. Geo-tagged image validation
- c. Duplicate asset/work detection

This ensures a clean master dataset before integration into the federated system.

#### **6.11 Training & Hand holding of users**

System Integrator (SI) will train the Officials of respective departments on the use of Mobile & Web-GIS application.

#### **6.12 Cloud Hosting Management**

The SI will be responsible for cloud hosting as required, at no additional cost, and will provide support until the work is complete, including during the AMC period.

#### **6.13 Change Request Management**

Any system or workflow modifications will follow a Change Request (CR) process:

- a. Major module/database enhancements require tech-committee approval.
- b. Additions of Form/Module/Report.
- c. Core workflow or data model changes.

Funding and approval are required from ORSAC and the department, with the Chief Executive's decision considered final.

**NB:**

- a) In the event of a software malfunction or operational failure, the bidder shall restore the software at no additional cost.
- b) Contact of support personnel should be provided for any issue related to the web platform/mobile application.

### **7. Deliverables**

- a. Software Requirement Specification (SRS) containing all the functional and non-functional requirements along with application flow and development methodology.
- b. Unified Geo Database Structure for Work Passbook.
- c. Web GIS application with capabilities as mentioned in the Scope of Work.
- d. Mobile application on both Android and iOS platform.
- e. User Manual.
- f. Database & Application source code.





g. Training Manual.

## 8. Technical Specification for Web & Mobile GIS Application

The Work Passbook application is proposed to be built on the latest technological stack with the use of fully open-source technologies to optimize project operational and maintenance cost. The technical stack for the application is proposed to be as below:

Sl.	Component	Technology
1	Web Front End	React JS/Angular JS/Node JS/ Javascript
2	Back End	Java Spring Boot (Micro service Architecture) latest edition
3	Mobile Application	For iOS it is native Swift compiled on Xcode & For Android it is Kotlin. No Hybrid mobile development framework shall be used.
4	Web GIS Front End	Open Layer/ Arc GIS JavaScript API
5	Web GIS Server	Geoserver / Arc GIS Advance Server
6	Web Backend Server	Apache Tomcat latest edition
7	Database	PostgreSQL with Post-GIS
8	Server OS	Ubuntu (Linux)

### Other Specifications:

- Frontend Coding Language: React JS/Angular JS/Node JS/ Javascript
- Mobile Apps: For iOS it is native Swift compiled on X-code & for Android it is Java or Kotlin. No Hybrid mobile development framework shall be used.
- All modules shall be on Modular Design workflow and on micro-service architecture.
- All codes on ORSAC's GITLAB
- Primary hosting will be on Cloud Infrastructure (MeitY-empaneled)
- Backup and failover provisions shall be handled through native high-availability and multi-zone replication mechanisms of the cloud infrastructure, in compliance with Govt. of India cloud hosting guidelines.
- No Microsoft Windows components or dependencies shall be used in any possible form in this Application.
- There shall be no use of .Net or PHP in this Application.

## 9. Project Time Period:

Considering the vastness of the application, the Work Passbook Application would be developed in a phase wise manner with 4 phases of integration department and project

valuation wise. The indicative timeline for Phase 1 of the Work Passbook Application is as depicted below:

Sl.	Component/ Month	M1	M2	M3
1	System Study & SRS Preparation			
2	Development of Open Network Protocol for Works Passbook data sharing			
3	Development of Spatial Data Flow Pipeline (ETL Tool)			
4	Integration with Bi Lingual API			
5	Development of Web and Mobile GIS Based Works Passbook Application			
6	UAT			
7	Security Audit			
8	Training / Hand holding			
9	Commissioning and Go Live			

Note: Here M refers to Month

- Warranty Period: Warranty period will be one year from the commissioning/ Go-Live of the Web and Mobile GIS based Application, after getting User Acceptance Test (UAT) by the Nodal Department. The SI will be responsible for facilitating the UAT and collection of UAT completion Certificate.
- Annual Maintenance of Work Passbook application for a period of 2 Years after completion of 1 Year of Free Warranty Period.

## 10. Instructions to Bidders:

All Deliverables shall be strictly as per the Logic and Rationale of the Scope of the Works as defined in the Section 6.

### 10.1 DEFINITIONS:

In this document, the following terms shall have following respective meanings: -

- "ORSAC" means Odisha Space Applications Centre, Bhubaneswar
- "Acceptance" means the ORSAC's written certification that following installation, the system(s) (or specific part thereof) has been tested and verified as complete and/or fully operational, in accordance with the acceptance test defined in the Acceptance Test Documents.
- "Acceptance Test Documents" means a mutually agreed document which defines procedures for testing the functioning of the Proposed Application, against requirements





laid down in the agreement. It should define tests to be carried out, test equipment and expected test results.

- "Contract Agreement" means the Agreement to be signed by the Bidder and Odisha Space Applications Centre (ORSAC).
- "Authorized Representative" shall mean any person/agency authorized by either of the parties.
- "Bidder/ System Integrator" means any bidder or bidder offering the solution(s), service(s) and/ or materials asked for in the RFP.
- "Contract" is used synonymously with agreement.
- "Documentary evidence" means any matter expressed or described upon any substance by means of letters, figures or marks intended to be used for the recording of that matter and produced before a court.
- "Gov./GoO/Government/Govt. of Odisha" shall mean Government of Odisha.
- "Go-Live / System Go-Live" Shall mean that the successful development and commissioning of the Geo-portal with all the Applications on the approved Cloud Infrastructure. i.e. designing, development, testing and implementation and hosting of the Geo-Portal and all Applications as per the scopes and deliverables. This implies the software can now be used by all the end users together as will be defined in the detailed Software Requirement Specifications document. For successful Go- Live, issuance of Acceptance certificate is required from ORSAC.
- "SP" Shall mean Service Provider (Bidder who will be selected through this RFP).
- "SI" Shall mean System Integrator who will be selected through this RFP.
- "Law" shall mean any Act, notification, bye law, rules and regulations, directive, ordinance, order or instruction having the force of law enacted or issued by the Government of India or State Government or regulatory authority or political sub-division of government agency.
- "Lol" means Letter of Intent which shall constitute the intention of the RFPer to place the purchase order with the Bidder.
- "Party" shall mean ORSAC or Bidder individually and "Parties" shall mean ORSAC and Bidder collectively.
- "PBC" means Pre-Bid Conference.
- "Rates/Prices" means prices of supply of equipment and services quoted by the SI in the Commercial Bid submitted by him and/or mentioned in the Contract.
- "RFP" means Request for Proposal which is the detailed notification seeking a set of



solution(s), service(s), materials and/or any combination of them.

- "Services" means the work to be performed by the Bidder pursuant to this Contract, as detailed in the Scope of Work
- "Site" shall mean the location(s) for which the Contract has been issued and where the service shall be provided as per Agreement.
- "Incidental services" shall mean for the purpose of the project activities which have dependencies on the activities mentioned in the scope of work for the Bidder, for example coordination with different stakeholders, logistic support as required for installation and commissioning etc.
- "Bidder" shall mean organisations registered under Indian Companies Act/Partnership / consortium member.

## 10.2 CLARIFICATIONS & AMENDMENTS:

**Amendment of RFP document:** - At any time prior to the deadline (or as extended by ORSAC) for submission of bids, ORSAC, for any reason, whether at its own initiative or in response to clarifications requested by prospective Bidder may modify the RFP document by issuing amendment(s). In order to allow Bidders a reasonable time to take the amendment(s) into account in preparing their bids, ORSAC, at its discretion, may extend the deadline for the submission of bids.

**NB:** *ORSAC reserves the right to amend any clause of the scope of work, payment terms, and timelines during the Project duration, if necessary.*

## 10.3 PREPARATION OF RFP DOCUMENT:

The RFP Document should be hard bound with page numbering and properly indexed by the Participating Agency, failing which the RFP will be summarily rejected.

**Cost incurred for preparation of RFP document:** - Bidder shall bear all costs associated with the preparation and submission of the RFP including surveys and ORSAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the RFP process.

**Language of proposal:** - The proposal prepared by the Bidder, as well as all correspondence and documents relating to the RFP exchanged between the Bidder and ORSAC shall be in English. Information supplied in other language shall be rejected.

**Bid currency:** - Prices for services offered shall be quoted in Indian National Rupees (INR) only.

**Correction of errors:** - The person signing the bid must initial erasures or other corrections. The Bidder further agrees that in the event of any obvious errors, ORSAC reserves the right to waive such errors in its sole discretion. However, ORSAC has no obligation under any



circumstances to waive such errors.

**Proposal validity:**

- The bid shall remain valid for 180 days from the actual date of Financial Bid Opening. Bidder should ensure that in all circumstances, its Bid fulfils the validity condition. Any bid valid for a shorter period shall be rejected as non-responsive.
- In exceptional circumstances, ORSAC may solicit Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing or by mail.

**Lack of information to Bidder:** The Bidder shall be deemed to have carefully examined RFP document to his entire satisfaction. Any lack of information shall not in any way relieve the Bidder of his responsibility to fulfill his obligation under the RFP.

#### 10.4 DOCUMENT COMPRISING THE BIDDER'S PROPOSAL:

##### 10.4.1 General (Pre Qualification Proposal) :

The General (Pre Qualification Proposal) (First Cover) of the bidder ) with Proper Page Number) shall contain the following:

Sl.	Eligibility Criteria	Desired Documents
1.	The bidders must be Registered under Indian Companies Act/Partnership act and have existence for a minimum period of 10 years.	Bidder Registration Certificate.
2.	The bidders should have at least ISO 27001:2013 certification on Information security, ISO 9001:2015 Quality Certification& CMMI certificate in software development.	Valid ISO Information Security, Quality Certificate& CMMI certificate.
3.	The Bidder have Annual Average Turnover of Rs.10 Crore (Rupees Ten Crore only) last three financial years. (FY 2024-25, 2023-24 and FY 2022-23). The financial statement should reflect turnover.	Copies of audited Balance Sheet, Profit & Loss account and Auditor Certified Turnover statement indicating revenue for last 3 years must be enclosed as supporting.
4.	The bidders Should have a Physically Verifiable & Full-fledged Registered Business Office in Odisha.	Detail of Business Premise address, landline Telephone Number, Geo-tagged Photos, and necessary legal documents etc. are to be provided to prove its existence.



Sl.	Eligibility Criteria	Desired Documents
5.	Bidders should have valid IT Return for last 3 financial years (FY 2024-25, 2023-24 and FY 2022-23)	Copy of IT return for last 3 Financial Years (FY 2024-25, 2023-24 and FY 2022-23)
6.	Bidders should have valid Provident Fund Registration Certificate.	Copy of Provident Fund Registration Certificate along with copy of latest Provident Fund Return Certificate.
7.	Bidders should have valid ESI Registration Certificate or Employee Group Insurance Certificate as Applicable.	The bidding organizations must submit copy of their ESI Registration along with copies of last Annual Return and/or copy of Group Insurance certificate
8.	Bidders should have experience in Enterprise Class GIS/ MIS based Application for any Govt. currently in Live production environment.	Copies of Work Orders / Agreement / Completion Certificate. (Extension Work Orders will not be considered)
9.	Bidders should have minimum 40 (Forty) numbers of IT/ GIS professional on a regular payroll.	Copy of EPF & ESI Registration Certificate & latest return shall be submitted
10.	The bidders should not have been blacklisted / banned by any Central / State Government (Central / State Government and Public Sector) and any Court of Law or under a declaration of ineligibility for corrupt or fraudulent practices as on date of Bid Submission.	Notarised Affidavit to this effect to be submitted by Bidder
11.	Net-Worth The net worth of the company must be positive in last three financial years ending at 31 <sup>st</sup> March 2025.	Certificate from CA





Sl.	Eligibility Criteria	Desired Documents
12.	EMD The Bidder must have submitted the EMD of Rs. 10,00,000/- (Rupees Ten Lakh only) in the shape of Account Payee Demand Draft from any Nationalized / Scheduled Commercial Bank in favour of Chief Executive, Odisha Space Applications Centre (ORSAC) payable at Bhubaneswar.	DD
13.	Cost of RFP (Non-refundable), Rs. 5,000/- (Rupees Five Thousand only) in form of DD from any nationalized Bank in favour of Chief Executive, ORSAC, Bhubaneswar.	DD

#### 10.4.2 TECHNICAL PROPOSAL

The technical proposal of the Bidder (WITH PROPER PAGE NUMBER) shall contain detailed description on the approach and methodology on the system developments to achieve the desired objectives as specified in this document wherein the Bidder shall describe in detail, the required services and articulate how the technical solution shall meet the requirements within the scheduled timeline as specified in this RFP document. The technical proposal shall also include the following: -

- Detailed Approach & Methodology to execute the assignment.
- Project governance structure describing project management processes, methodologies and procedures, risk, and issues management. Escalation mechanism, including team structure, capability, and resource deployment plan.
- Collaborative mode work assignment with the ORSAC Geo-ICT team.
- Weekly review during the preliminary phase followed by fortnight/monthly review in the subsequent stages of the work progress.
- Detailed quality assurance processes, procedures, formal review to be adopted.
- Proposed solution that meets the requirements specified in scope of work.
- Security capabilities of proposed solution architecture covering authentication, authorization, audit trail intrusion prevention and overall alignment to the Govt. of Odisha's security policies and best practices.
- Proposed solution addressing scalability, availability, performance, security & manageability.
- Approach for business continuity & disaster recovery.



- Bidder's experience provided in the format specified.
- Proposed solution on monitoring resource utilization in real time.
- Proposed solution on automated configuration management with effective build and release process.
- Proposed Backup Recovery Strategy defining back-up window, periodicity and incidence response and recovery-restoration and disk management.
- Proposed data retention and archiving policy.
- Risk management strategy on backup and recovery, network and security infrastructure.

#### 10.4.3 COMMERCIAL PROPOSAL:

Unless expressly indicated, Bidder shall not include any technical information regarding the services in the commercial proposal. Prices shall be quoted entirely in Indian Rupees (INR) and must be arrived at after including all expenses, rates, and taxes.

The commercial Proposal must include the total price for all services scoped in the Proposal. To be deemed responsive to this RFP Document, Bidders must complete in detail all the Commercial Proposal Forms provided in this document.

Bidders are suggested not to use - 'To Be Determined' or similar annotations in the cells for cost estimates. It is suggested that the Bidders need to specify prices for all categories.

#### 10.4.4 RFP DOCUMENT COST:

Non-refundable bank demand draft of Rs. 5,000/- (Rupees Five Thousand only) is to be submitted along with the bid towards the cost of the RFP paper. The demand draft is to be drawn in favor of Chief Executive, Odisha Space Applications Centre, payable at Bhubaneswar, Odisha, from any scheduled commercial/ Nationalized bank. Bids received without or with inadequate RFP Document fees will be rejected.

#### 10.4.5 BID SECURITY/ EMD:

- All proposals submitted in response to the RFP document must be accompanied by an Earnest Money Deposit (EMD) of **Rs. 10,00,000/- (Rupees Ten Lakh Only)** in the form of a Bank Demand Draft drawn in favour of Chief Executive, Odisha Space Applications Centre, payable at Bhubaneswar from any Nationalised Bank. Bids submitted without EMD will be rejected.
- EMD of all unsuccessful bidders would be refunded by ORSAC within 90 DAYS of the bidder being notified as being unsuccessful.
- The EMD, for the amount mentioned above, of successful bidder would be returned upon submission of Performance Bank Guarantee as per the Form provided in GF-5, by the successful bidder.
- The EMD amount is interest free and will be refundable to the bidder without any





accrued interest on it.

#### 10.4.6 POWER OF ATTORNEY:

The Bidder must submit the power of attorney duly signed by a notary public confirmation the authority of the authorized representative of the Bidder to sign and act in all matters concerning the offer. In case of Consortium Bid, the Lead Bidder shall be responsible for the execution of the Project and delivery of the deliverables as per the scopes and deliverables of the Project. The Power of Attorney shall mention clearly about the responsibility of the Lead Bidder relating to the execution of the Project.

#### 10.4.7 BID SUBMISSION:

Organizations conversant with the subject and having necessary infrastructure and resources including local mobilization may submit their Proposal in 3-Parts, GENERAL BID, TECHNICAL BID and FINANCIAL BID with credentials for evaluation. The General Bid, Technical Bid and Financial Bid shall be enclosed in separate sealed envelopes. The General Bid shall be superscribed with **"GENERAL BID"**, The Technical Bid envelope shall be superscribed with **"TECHNICAL BID"**. The Financial Bid envelope shall be superscribed with **"FINANCIAL BID (NOT TO BE OPENED WITH THE TECHNICAL BID)"**. All three bids the General Bid, the Technical bid and the Financial Bid envelopes shall be enclosed in an outer sealed envelope superscribed with **Bid Document for "Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha"** and addressed to Chief Executive, ORSAC."

#### 10.4.8 ADDRESS FOR COMMUNICATION

The detail address for communication with ORSAC for this project is as follows:

Sri Nilakanth Pr. Nath,  
Odisha Space Applications Centre (ORSAC),  
Dept. of Science and Technology,  
Govt. of Odisha,  
Plot no.45/48, JayadevYihar, Near GAA,  
Unit- 16, Bhubaneswar-751023, Odisha  
Phone: +91-6 74-2303625, Cell: 9437284890.  
Email: [orsac@odisha.gov.in](mailto:orsac@odisha.gov.in) / [orsac2012@gmail.com](mailto:orsac2012@gmail.com)

#### 10.4.9 LATE BID:

- a) Bids received after the due date and the specified time (including the extended period if





- any) for any reason whatsoever, shall not be entertained and shall be returned to the Bidder, unopened.
- b) The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- c) ORSAC shall not be responsible for any postal delay or non-receipt/ non-delivery or the documents. No further correspondence on the subject will be entertained.

#### 10.4.10 MODIFICATION AND WITHDRAWAL OF BID:

Bids once submitted cannot be modified in any circumstances. Withdrawal of a Bid during this interval may result in the Bidder's forfeit of its Bid security/EMD and /or any other action as per law.

#### 10.4.11 RIGHT TO ACCEPT AND REJECT ANY OR ALL BIDS:

ORSAC reserves the right to accept or reject any proposal and to annul the tendering process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the ORSAC action. Incomplete bid will be straightaway rejected by ORSAC.

#### 10.5 Bid Opening, Evaluation & Award of the Works:

##### Eligibility Criteria:

The Bidders intend to participate in the RFP for the "Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha" must meet the following minimum Eligibility criteria, failing which Bidders will not qualify for the RFP. The Eligibility Criteria of the Bidders for bidding are strictly as under:

Sl.	Eligibility Criteria	Desired Documents
01.	The bidders must be Registered under Indian Companies Act/Partnership act and have existence for a minimum period of 10 years.	Bidder Registration Certificate.
02.	The bidders should have at least ISO 27001:2013 certification on Information security, ISO 9001:2015 Quality Certification & CMMI certificate in software development.	Valid ISO Information Security, Quality Certificate & CMMI certificate.





Sl.	Eligibility Criteria	Desired Documents
03.	The Bidder have Annual Average Turnover of Rs.10 Crore (Rupees Ten Crore only) last three financial years. (FY 2024-25, 2023-24 and FY 2022-23). The financial statement should reflect turnover.	Copies of audited Balance Sheet, Profit & Loss account and Auditor Certified Turnover statement indicating revenue for last 3 years must be enclosed as supporting.
04.	The bidders Should have a Physically Verifiable & Full-fledged Registered Business Office in Odisha.	Detail of Business Premise address, landline Telephone Number, Geo-tagged Photos, and necessary legal documents etc. are to be provided to prove its existence.
05.	Bidders should have valid IT Return for last 3 financial years (FY 2024-25, 2023-24 and FY 2022-23)	Copy of IT return for last 3 Financial Years (FY 2024-25, 2023-24 and FY 2022-23)
06.	Bidders should have valid Provident Fund Registration Certificate.	Copy of Provident Fund Registration Certificate along with copy of latest Provident Fund Return Certificate.
07.	Bidders should have valid ESI Registration Certificate or Employee Group Insurance Certificate as Applicable.	The bidding organizations must submit copy of their ESI Registration along with copies of last Annual Return and/or copy of Group Insurance certificate
08.	Bidders should have experience in Enterprise Class GIS/ MIS based Application for any Govt. currently in Live production environment.	Copies of Work Orders / Agreement / Completion Certificate. (Extension Work Orders will not be considered)
09.	Bidders should have minimum 40 (Forty) numbers of IT/ GIS professional on a regular payroll.	Copy of EPF & ESI Registration Certificate & latest return shall be submitted
10.	The bidders should not have been blacklisted / banned by any Central / State Government (Central / State Government and Public Sector) and any Court of Law or under a declaration of ineligibility for corrupt or fraudulent practices as on date of Bid Submission.	Notarised Affidavit to this effect to be submitted by Bidder



Sl.	Eligibility Criteria	Desired Documents
11.	Net-Worth The net worth of the company must be positive in last three financial years ending at 31 <sup>st</sup> March 2025.	Certificate from CA
12.	EMD The Bidder must have submitted the EMD of Rs. 10,00,000/- (Rupees Ten Lakh only) in the shape of Account Payee Demand Draft from any Nationalized / Scheduled Commercial Bank in favour of Chief Executive, Odisha Space Applications Centre (ORSAC) payable at Bhubaneswar.	DD
13.	Cost of RFP (Non-refundable), Rs. 5,000/- (Rupees Five Thousand only) in form of DD from any nationalized Bank in favour of Chief Executive ,ORSAC, Bhubaneswar.	DD

## 10.6 BID EVALUATION

Successful delivery of the project within the allotted time and cost demands a Geo-ICT team of professionals with relevant experience and a local geospatial data management infrastructure to handle the large-scale data analysis, geo-spatial database generation, image analysis, quality checks, field checks, rule-based validations, field trainings, etc., maintaining a close coordination with ORSAC, the bids shall be evaluated based on combined **Quality and Cost Based Selection (QCBS)** method.

### 10.6.1 Evaluation of Technical Bid

The Bids submitted up to last date will be opened at ORSAC by the Chief Executive, ORSAC or any other officer(s) authorized by ORSAC, in the presence of such of those Bidders or their representatives who may choose to be present at the time of opening. The representatives of the Bidder are advised to carry a letter of authority from the bidding bidders for attending the Bid opening.

The Evaluation Committee will check the submission as per the criteria. Those are selected after the check shall be called for a Technical Presentation. The committee will evaluate the technical bids as per the "Tech Score Criteria" mentioned in the following table. The technical presentation will be of approximately 20 minutes duration. Evaluation of the technical presentation shall be conducted by the evaluation committee and shall be based on Bidder's







understanding & project implementation proposal for Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha.

ORSAC may also seek written clarifications from the Bidder soon after the bids submitted by them, during the evaluation process. The primary function or clarifications in the evaluation process is to clarify ambiguities and uncertainties, if any, arising out of the evaluation of the bid documents.

Sl.	Technical Score criteria	Max Mark	Scoring Criteria
1.	The bidders must have Annual Average Turnover of <b>Rs. 10 Crores</b> (Rupees Ten Crore only) last three financial years. ((FY 2024-25, 2023-24 and FY 2022-23). The financial statement should reflect turnover. <i>Auditor certified turnover statement and net worth (FY 2024-25, 2023-24 and FY 2022-23) in original along with balance sheet and profit and loss account for the said Financial Years to be submitted.</i>	10	<ul style="list-style-type: none"> <li>Rs. 10 Crore to Rs.20 Crore: <b>5 Marks</b></li> <li>Rs. 20 Crores to Rs. 50 Crores: <b>7 Marks.</b></li> <li>Rs. 50 Crores and Above: <b>10 Marks.</b></li> </ul>
2.	The bidders should have CMMi Level Certification.	6	<ul style="list-style-type: none"> <li>CMMi Level 3: <b>3 Marks</b></li> <li>CMMi Level 5: <b>6 Marks</b></li> </ul>
3.	The Organization should have at least ISO 27001:2013 certification on Information security and ISO 9001:2015 Quality Certification.	4	<ul style="list-style-type: none"> <li>ISO 27001:2013 certification on Information security: <b>2 Marks</b></li> <li>ISO 9001:2015 Quality Certification: <b>2 Marks.</b></li> </ul>
4.	Employing Minimum 20 Numbers of IT professionals on regular payroll with detail work experience. <i>Copy of EPF/Group Insurance Certificate with latest return listing personnel name to be submitted</i>	5	<ul style="list-style-type: none"> <li>20 To 25 Professionals: <b>2 Marks</b></li> <li>25 To 30 Professionals: <b>3 Marks</b></li> <li>30 and Above Professionals: <b>5 Marks</b></li> </ul>
5.	Employing Minimum 20 Numbers of RS & GIS/ Geo-informatics professionals on regular payroll with detail work experience. <i>Copy of EPF/Group Insurance Certificate with latest return listing personnel name to be submitted</i>	5	<ul style="list-style-type: none"> <li>20 To 25 Professionals: <b>2 Marks</b></li> <li>25 To 30 Professionals: <b>3 Marks</b></li> <li>30 and Above Professionals: <b>5 Marks</b></li> </ul>



Sl.	Technical Score criteria	Max Mark	Scoring Criteria
6.	The bidders should have experience in development & commissioning of Enterprise Class Web and Mobile GIS & MIS based systems for any Govt. currently in Live production environment for a project value not less than Rs.5 Crore. Bidder shall produce the URLs of the Live projects, which is to be verified by the Technical committee. <i>Copies of supporting work order/ completion certificate to be submitted</i>	20	Each project: <b>5 Marks</b>
7.	The bidder should have experience in HRSI image processing of any Govt. Department. <i>Copies of supporting work order/ completion certificate to be submitted</i>	10	<ul style="list-style-type: none"> <li>Rs. 50 Lakh to Rs.2 Crores: <b>5 Marks Total</b></li> <li>Rs. 2 Crores and Above: <b>10 Marks Total</b></li> </ul>
8.	The bidders should have experience in preparation of bi-lingual GIS / geo-database. Preference shall be given for such experience involving Odia Language. <i>Copies of supporting work order/ completion certificate to be submitted</i>	15	Each project: <b>5 Marks</b> (3 mark for a bilingual project + additional 2 mark for Odia language. For e.g. A project done in Hindi and English will get <b>3 Marks</b> and a project done in Odia and English will get <b>5 Marks</b> .)
9.	Technical Presentation, broadly covering the aspect of Project understanding, proposed solution, similar experience in Web-GIS applications for asset and works management, Local Infrastructure & Techno Managerial Strength. <i>It is to be awarded by Technical Evaluation Committee members, and it will be the arithmetic average of all marks awarded by the Tech Committee members.</i>	25	<ul style="list-style-type: none"> <li>Proposed Solution and Proof of the Concept - <b>10 Marks</b></li> <li>Implementation of Web-GIS based Assets and Works management system - <b>10 marks</b></li> <li>Local Infrastructure &amp; Techno Managerial Strength- <b>5 Marks</b></li> </ul>
<b>Total Technical Marks / Scores</b>		<b>100</b>	

The Bidder scoring a minimum of **70 marks out of 100** in the Technical Bid Evaluation process, shall be declared as the Technically Qualified Bidder. The Financial bids shall be opened only for the Technically Qualified Bidders.



#### 10.6.2 Evaluation of Price Bid:

The price bids shall be opened only for the Technically Qualified Bidders on the scheduled dates as mentioned in the RFP. The authorized representatives of the Technically Qualified Bidders may be present during the price bid opening process. The price bids shall be scrutinized for their conformity to the specified formats and signatures. The price bids not in specified format and/or not with signature of the authorized representatives shall be summarily rejected. Scrutiny and evaluation of the price bids shall be conducted as follows.

In the event of difference between the price mentioned in figures and words, the price in words shall be considered valid and binding.

**Scrutiny and evaluation of the price bids shall be conducted based only on the following criteria:**

- The Tentative Estimated Cost of this work excluding GST component, is Rs. 4.39 Cr/- (Rupees Four Crore Thirty-Nine Lakh) only, i.e. **Rs 5.18 Cr/- (Five Crore Eighteen Lakh) only** including (18% GST).
- Only the Total Quoted Price in the Bid including Tax, submitted by the bidders will be considered for evaluation. There shall be no component-wise evaluation of the bids.
- No bid above the estimated cost shall be considered and shall be summarily rejected towards financial evaluation as a principle of budgetary constraint.
- Abnormally low quotes, 'below 80% of the estimated price' (EP-20%) shall be treated as unviable from quality and feasibility considerations and shall be summarily rejected.
- If a Technically qualified bid is quoted with a price below 90% of the estimated price (i.e., EP -10%) and in order to consider it for Financial evaluation, it must accompany an additional of the shortfall amount in form of a Bank Guarantee (apart from the contract value bank guarantee), issued from a Nationalized bank in favour of Chief Executive, ORSAC Odisha valid upto 2 years and it shall be claimed by CE, ORSAC as an unconditional forfeiture to the Govt. exchequer, if the bidder fails to execute the project as per the terms and conditions of the agreement of the execution of the work.

*Thus, if the quoted price by the bidder (QP) goes below 90% of the estimated price (EP) indicated in this RFP, the value of additional security shall be =  $0.9 EP - QP$ .*

**Scrutiny and evaluation of the Financial Bids shall be carried out as per the following guidelines:**

- In the event of difference between the price mentioned in figures and words, the price in words shall be valid and binding.
- Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price

and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors; its RFP will be rejected.

- Totalling of the itemized price quoted will be done if not carried out. Total price will be treated as bid price.
- Any discrepancy relating to prices quoted in the offer across different sections of the bid, only prices given in the prescribed format of this RFP shall prevail.

Scores of the Commercial Evaluation would be weighed prorata on a scale of 100. The Bidder with the lowest commercial quote shall be awarded 100 marks. The marks obtained by the bidders in the Financial Bid evaluation shall be considered as Financial Score (FS). The Financial Score of the other Technically Qualified Bidders shall be computed as per the following formula:

$$FS = 100 \times (F_{min}/F_b)$$

Where:

*FS* = Financial Score for the bidder under consideration

*F<sub>min</sub>* = minimum price quoted by any bidder

*F<sub>b</sub>* = price quoted by the bidder

The Technical Score (TS) and the Financial Score (FS) secured by each bidder shall be subjected to the Technical Weightage  $WT = 0.70$  (the weight given to the technical proposal) and Financial Weightage  $WF = 0.30$  (the weight given to the financial proposal).

The Combined Technical and Financial Score (S) for the bidder (s) shall be computed as per the following formula.

$$S = (TS \times 0.7) + (FS \times 0.3)$$

The tie breaking strategy to be adopted, in case of a tie in the combined Technical and Financial Score as under:

- The bidder who has executed maximum number of Live Enterprise Class GIS/MIS application projects of worth more than Rupees 5 Crore and which are live and verifiable shall be the winner of the bid in the tie, and shall be chosen for the work.
- If the above fails to resolve the tie, the bidder has the Maximum Average Annual Turnover in the last 3 years as described in the General Eligibility Criteria of this RFP, shall be chosen for the work.

#### 10.7 FORFEITURE OF BID SECURITY DECLARATION:





The Bid security declaration may be forfeited either in full or in part, at the discretion of ORSAC, on account of one or more of the following reasons:

- The Bidder withdraws his bid during the period of Bid validity specified by him on the Bid Letter Form.
- The Bidder fails to co-operate in the Bid evaluation process.
- If the bid or its submission is not in conformity with the instruction mentioned herein.
- If the Bidder violates any of the provisions of the terms and conditions of the RFP.
- If the Bidder is non-responsive or does not provide appropriate response to any clarification sought by the ORSAC within the stipulated time during bid evaluation.
- In the case of a successful Bidder fails to (a) accept award of work, (b) sign the Contract Agreement with ORSAC, after acceptance of communication on placement of award, (c) furnish performance security.
- The Bidder violates any of such important conditions of this RFP document or indulges in any such activities as would jeopardize the interest of ORSAC in timely finalization of this RFP.

#### 10.8 DISQUALIFICATION:

The proposal is liable to be disqualified in the following cases or in case Bidder fails to meet the bidding requirements as indicated in this RFP Document

- Proposal not submitted in accordance with the procedure and formats prescribed in this document or treated as non-conforming proposal.
- The Bidder qualifies the proposal with his own conditions.
- Proposal received in incomplete form.
- Proposal received after due date and time.
- Proposal not accompanied by all the requisite documents.
- Information submitted in technical proposal is found to be mis represented, incorrect or false, accidentally, unwittingly or otherwise, at any time during the processing of the contract (no matter at what stage) or during the tenure of the contract including the extension period, if any.
- Bids not submitted with required certification.
- Commercial proposal enclosed with the same envelope as technical proposal.
- Bidder trying to influence the proposal evaluation process by unlawful, corrupt or fraudulent means at any point of time during the bid process.



- In case any one party submits multiple proposals, the bids are likely to be disqualified, unless additional bids are withdrawn upon notice immediately.
- Any deviations between technical and commercial proposals shall make the proposal as being unresponsive and may lead to disqualification of the proposal.

Bidders may specifically note that while evaluating the proposals, if it comes to ORSAC's knowledge expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal, then the Bidders so involved are liable to be disqualified for this contract as well as prohibited from participation in any of the RFPs floated by ORSAC in future.

#### 10.9 AWARD OF CONTRACT:

ORSAC will award the Contract to the successful Bidder having the best proposal with respect to the above-mentioned evaluation criteria.

- ORSAC will notify the successful Bidder / bidder in writing for finalizing the contract conditions. The successful Bidder will be asked to sign the Contract Agreement within 15 days of the notification. After signing of the Contract Agreement, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties. If ORSAC is unable to finalize a service agreement with the Bidder ranked first, it may proceed to the next ranked Bidder with a due negotiation, but it is the sole discretion of ORSAC only. However, ORSAC has no obligation under any circumstances to move to the next Bidder.
- Prior to the expiry of the validity period, ORSAC will issue LoI (Letter of Intent) to the successful Bidder confirmation the acceptance of proposal. The notification of award will constitute the formation of the contract. Upon the successful Bidder's furnishing of Performance Bank Guarantee, ORSAC will promptly notify each unsuccessful Bidder and return their Bid Security.
- On issuance of the Letter of Intent (LoI) by ORSAC, the Bidder has to confirm its acceptance within seven days of its issuance and signing of agreement within 15 days of notification, failing which the ORSAC reserves the right to take appropriate disciplinary actions including forfeiture of EMD.
- ORSAC may also like to reduce or increase the quantity of any item in the Scope of Work defined in the RFP. Accordingly, total contract value may change on the basis of the rates defined in the financial proposal.
- The agreement format may subject to change during the award of contract.
- 

#### 10.10 GENERAL TERMS & CONDITIONS



#### **10.10.1 Bid Validity Period**

The Bid submitted by the bidder shall remain valid for 180 days from the date of opening of the Financial Bid. Bids with validity period less than 180 days shall be treated as non-responsive and shall be rejected.

#### **10.10.2 Corrupt / Fraudulent Practices**

The Bidder is expected to observe highest standards of ethics during the procurement and execution of the assignment. In pursuance of this policy, the RFP defines the terms set forth as follows:- "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution; and "Fraudulent Practice" means a misrepresentation of facts, in order to influence a procurement process or execution of a contract to the detriment of the Client, and includes collusive practice among Bidders (prior to or after bid submission), designed to establish bid prices at artificial non-competitive levels and to deprive the Client of the benefits of the free and open competition. In case the Bidder is found to be engaged in Corrupt/ Fraudulent practices before the contract award or after award of the contract, such Bidder shall be declared ineligible and his/ her bid shall be rejected and the contract shall be terminated, as the case may be.

#### **10.10.3 Right To Accept / Reject The Bid**

Notwithstanding anything contained herein, Chief Executive, ORSAC reserves the Right to reject any Bid or all Bids without showing any reason thereof.

#### **10.10.4 Late Bids**

Bids received after the specified last Date and Time of receipt (including any extension of time for submission of bid thereof) for whatsoever reason, shall be rejected summarily. No further communications in this regard shall be entertained.

#### **10.10.5 Award Of Work**

Notwithstanding anything contrary to the provisions in this RFP document, Chief Executive, ORSAC reserves the right to accept or reject any proposal or to annul the process fully or partially or modify the same and to reject any/all proposals at any time prior to the award of work, without incurring any liabilities in this regard and without assigning any reason thereof. ORSAC reserves the right at the time of Contract award or during the execution of contract to increase or decrease the quantity of work allotted to the selected Bidder.

#### **10.10.6 Performance Bank Gurantee**

The selected Bidder shall be required to submit a Performance Bank Guarantee for an amount equal to 10% of the total Contract Value inclusive GST valid for 3 months in excess of the







agreement period in favor of Chief Executive, ORSAC and issued by any Nationalized Bank Payable at Bhubaneswar. The selected bidder shall furnish the Performance Bank Guarantee before signing the Contract Agreement with ORSAC. The Performance Bank Guarantee shall be held free of interest as security for due performance as per obligations under the contract. The Performance Bank Guarantee shall be released after successful completion of the Performance Period.

#### **10.10.7 Extension of Time**

The date of completion of the contract may be extended due to force majeure or events beyond control of the selected Bidder. In such case, the Bidder shall be obliged to submit a claim for extension of time with due justification. The decision of the department on time extension shall be binding on the Bidder. Necessary amendment to the contract in accordance with the granted time extension will be done. Liquidated Damage shall not be applicable for the officially extended time period. In such cases, the SI must submit a revised BG covering 3 months beyond the new completion date.

#### **10.10.8 Copyright**

The copyrights of all maps, documents and other materials containing data and information including plan/ design/ specifications/ database/ application software furnished by the selected Bidder to the ORSAC shall remain as Intellectual Property of the ORSAC. Which should not be reproduced in any form without prior permission of ORSAC.

#### **10.10.9 Liquidated Damages**

In case the selected Bidder fails to attain completion of the work within the scheduled time for Completion or any extension thereof due to reasons attributable to the selected bidder, ORSAC shall recover the amount of Liquidated Damages, by making deductions from the selected bidder's account or by encashment of Bank Guarantees at the rate of 0.5% of the Contract Price plus escalation, if any, excluding taxes and duties per month of delay up to a maximum of 5% of the Contract value, excluding taxes and duties.

However, the payment of liquidated damages shall not in any way relieve the selected Bidder from any of its obligations to complete the Work or from any other obligations and liabilities of the Consultant under the Contract.

#### **10.10.10 Suspension Of Work**

The department may, by notice to the selected Bidder, order the selected Bidder to suspend Work of any or all of its obligations under the Contract. Such notice shall specify the obligation of which performance is to be suspended, the Effective Date of the suspension and the reasons, therefore. The selected Bidder shall there upon suspend work of such obligation (except those







obligations necessary for the care or preservation of the Work) until ordered in writing to resume such performance by ORSAC.

#### **10.10.11 Insurance & Liability**

The selected Bidder shall, at his own expense, arrange appropriate comprehensive insurance to cover all risks assumed by the vendor under this contract in respect of its personnel and equipment deployed under this contract. ORSAC shall not be liable for any incident relating to any damage to the machines/ persons involved during the survey/work.

#### **10.10.12 Entire Contract and T & C of this RFP**

The terms and conditions laid down in this document and all annexure thereto as also the forms and any attachment shall be read in consonance as an integral part of this contract. Confusions due to inadvertent omissions and commissions in this RFP shall be addressed and disposed under the object and reason of this RFP and matters are to be understood under common sense and logic.

#### **10.10.13 Disputes & Arbitration**

All disputes arising out of the contract shall be amicably settled by both parties. In the unfortunate event of any dispute or differences, breach and violation relating to the terms of this agreement, the said dispute or difference shall be referred to the sole arbitration of the Arbitrator appointed by Chief Executive, ORSAC for the purpose. The award of the arbitrator shall be final and binding on both the parties. The adjudication of arbitrator shall be governed by the provision of the Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment thereof or any rules made thereof. All legal disputes are subject to the jurisdiction of courts in Bhubaneswar.

#### **10.10.14 Governing Laws**

The contract between Chief Executive, ORSAC and the selected Bidder shall be governed by and interpreted in accordance with the laws for the time being in force in the state of Odisha. The courts at Bhubaneswar shall have exclusive jurisdiction in all matters arising under the contract.

#### **10.10.15 Force Majeure**

Neither party shall be liable to the other for any loss or damage occasioned by or arising out of acts of God such as unprecedented flood, volcanic eruption, earthquake or other convulsion of nature and other acts such as but not restricted to invasion, the act of foreign countries, hostilities, or war-like operations before or after declaration of war, rebellion, military power which prevent performance of the contract and which could not be foreseen or avoided by a prudent person.





## 11 PAYMENT TERMS AND CONDITION:

### 11.1 Price as Per Bid Document

The Contract Price shall be paid in the manner specified in the BID DOCUMENT. No invoice for extra work/ change order on account of change order will be submitted by the Bidder unless the said extra work/ change order has been authorized/ approved by ORSAC in writing.

### 11.2 Invoice Address To

The Contractor's request for payment shall be made to Chief Executive, ORSAC in writing, accompanied by invoices, describing, as appropriate, the relevant component of the Solution performed, accompanied by all sign off documents by relevant ORSAC officials as well as any other documents as mandated by ORSAC.

### 11.3 ORSAC Payment

All payments shall be made by ORSAC in favor of the selected Bidder.

### 11.4 Payment Measure

The release of payments shall be progressive, and performance / output based as per the Payment Schedule given below, where the payments shall be made for measured deliverables and outputs on acceptance by ORSAC.

### 11.5 Milestone Sign-Off

The selected Bidder shall obtain sign-off for each milestone completed from the Purchaser and raise invoice against the same.

### 11.6 Payment Timeline

Payments shall be made promptly by ORSAC, no later than Forty-Five (45) days after submission of an invoice completed in all respect, and admission by ORSAC.

### 11.7 Power To withhold

Notwithstanding anything contained in the Payment Schedule mentioned below, if in the opinion of ORSAC, Project Implementing Agency is deficient in any manner in comparison to the prescribed standards, ORSAC shall be at liberty to withhold a reasonable portion of the payments due to the Bidder, till such work/ supply/ service is made conforming to the prescribed standards. These powers to withhold payments shall be without prejudice to any other power/ right of ORSAC under this Contract.





### 11.8 Excess Payment

If any excess payment has been made by ORSAC due to difference in quoted price in proposal and Bidder invoice, ORSAC may without prejudice to its rights recover such amounts by other means after notifying the Bidder or deduct such excess payment from any payment subsequently falling due to the Bidder.

### 11.9 Project Currency

The currency in which payment shall be made to the Contractor under this contract is Indian Rupees (INR).

### 11.10 Payment Schedule

All payments shall be made by ORSAC to the Contractor as per the following Payment Schedule. No payment will be released without submission of the necessary Performance Security for the entire project:

Progressive /Milestone based payment for Project will be regulated as under:

### 11.11 Payment Milestone:

#### A. Capital cost towards application development

Sl.	Milestones	Payment (% of the Capital Cost)
1.	Submission and approval of Software Requirement Specification (SRS) and System Design Document	10%
2.	Finalization of Geo Database Structure for Work Passbook application	15%
3.	Development and commissioning of Web GIS based Work Passbook application.	25%
4.	Development and commissioning of Mobile GIS based Work Passbook application (Both iOS & Android).	25%
5.	On completion of Security Audit and handholding/Training to users	15%
6.	After Go Live of the application	5%
7.	After Completion of warranty period of the application	5%
	<b>Total</b>	<b>100%</b>



## **B. Recurring Cost:**

**B1.** Annual Maintenance of Work Passbook application for a period of 2 Years after completion of 1 Year of Free Warranty Period (Maximum 14% of Development and commissioning of Web & Mobile GIS based Work Passbook application) shall be considered in the cost while evaluating the Financial Bid. Payment for the AMC cost will be made annually upon completion of each AMC period, for a duration of two years.

**B2.** After Go-Live of the Application for Phase 1, a confirmation work order will be issued for Development of Unified Geo Database for Work Passbook Application for Phase 2, 3 & 4. The recurring cost towards Phase 2, Phase 3 & Phase 4 data integration of the Work Passbook System, shall be released in quarterly installments each year for 3 years.

## **12 Proforma/ Bid Submission Format**

### **List of Proforma Forms for The Bidder Bidders:**

GF-1: BIDDER'S PROFILE

GF-2: BIDDER'S UNDERTAKING STATEMENT

GF-3: CERTIFICATE OF COMPLIANCE (NO CONFLICT OF INTEREST)

GF-4: CONFIDENTIALITY/ NON-DISCLOSURE UNDERTAKING

GF-5: PERFORMANCE BANK GUARANTEE

GF-6: FORMAT FOR QUERIES

GF-7: FORMAT OF AGREEMENT (SHALL BE SIGNED AFTER AWARD OF THE CONTRACT)

TF-1: TECHNICAL BID LETTER

TF-2: Experience in development & commissioning of Enterprise Class GIS/ MIS systems for Govt. of Odisha currently in Live production environment for a project value not less than Rs.10 crore.

TF-3: Experience in HRSI based satellite image analysis & validation for a project value not less than Rs. 50 Lakh.

TF-4: Experience in preparation of bi-lingual GIS / geodatabase. Preference shall be given for such experience involving Odia Language.

TF-5: List of IT professional on a regular payroll.

TF-6: List of Geoinformatics professional on a regular payroll.

CF-1: COMMERCIAL BID LETTER







CF-2: FORMAT FOR FINANCIAL BID





**GF-1: BIDDER'S PROFILE:**

RFP No. ...

Name of Project: - Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha

Sl. No.	Required Details of the Bidder	Bidder Response
1.	Name of the Bidder	
2.	Bidder registered office address Telephone number Fax number e-mail	
3.	Correspondence/ contact address	
4.	Details of contact person (Name, designation, address etc.) Telephone number Fax number e-mail	
5.	Is the bidder a registered c bidder? If yes, "submit documentary proof. Year and place of the establishment of the bidder	
6.	Former name of the bidder, if any.	
7.	Is the bidder? ➤ A Government/ Public Sector Undertaking? ➤ A proprietary bidder? ➤ A partnership bidder (if yes, give partnership deed)? ➤ A limited bidder or limited corporation? ➤ A member of a group of companies (if yes, give name and address, and description of other companies)? ➤ A subsidiary of a large corporation (if yes give the name and address of the parent organization) If the bidder is subsidiary, state what involvement if any, will the parent bidder have in the project?	
8.	Is the bidder registered for service tax with Central Excise Department (Service Tax Cell)? If yes, submit valid service tax registration certificate.	
9.	Attach the organizational chart showing the structure of the organization including the names of the directors and the position of the key officers. What is the total number of employees?	







10.	Number of years in the relevant field?	
11.	Is the bidder registered with any Government/ Department/ Public Sector undertaking? (if yes, give details)	
12.	How many years have your organization been in business under! your present name? What were your fields when you established your organization? When did you add new fields (if any)?	
13.	What type best describes your bidder? (Documentary proof to be submitted) - Manufacturer - Supplier  System Integrator Consulting Bidder Implementation Agency (pl. specify details) Software Development Total Implementation Agency (Design, Supply, Integration, etc.)	
14.	Please give details with contact no. of staff those will be involved in this project.	
15.	Number of offices / project locations in • India: • Odisha:	
16.	List the major projects of ORSACs with whom your organization has been/ is currently associated.	
17.	What is the total year of experience of handling Government projects?	
18.	Have you ever been denied RFPing facilities by any Government' Department/ Public sector Undertaking? (Give details)	
19.	Submit receipt of latest Income Tax Return filed with Income Tax Department and PAN no.	

Name of the Authorized signatory:

Bidder Seal: -

Signature:





**GF-2: BIDDER'S UNDERTAKING STATEMENT:**

**"Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha" (RFP No..... /2025) We,**

M/S

.....  
..... hereby confirm that we have read and understood the entire RFP Document and accordingly submitted our RFP as follows:

1. Commercial Proposal (Format of RFP, Schedule of Prices) in hard copy.
2. —Ditto- digital word/excel format — Total Pages .....
3. Technical Proposal consisting of the following documents in digital pdf format and hard copy:
  - a. .... Total pages
  - b. .... Total pages
  - c. .... Total pages
  - d. .... Total pages
  - e. .... Total pages
  - f. .... Total pages
4. We understand that the entire RFP document and the technical and commercial proposal including RFP circulars and addenda shall form part of the Contract Document and we undertake to sign and stamp each and every page of these documents if our offer is accepted.

Signed by duly Authorized signatory

..... On behalf of

M/S

.....  
.....

**Bidder Stamp**

**Signature**







**GF-3; CERTIFICATE OF COMPLIANCE (NO CONFLICT OF INTEREST)**

Bidder's Name...

Address: .....

.....

.....

.....  
We hereby certify and consider that the entity named above, including all members, partners and persons associated with it shall not have any corporate, commercial or other links, relationship or agreements with any of the entities who will be entrusted with Bidder for the project titled **"Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha"** under the scope of this RFP.

(Authorized signatory): Name:

Designation:

Signed this ..... Day of ..... 2025 For the entity

Seal





#### GF-4: CONFIDENTIALITY/ NON-DISCLOSURE UNDERTAKING

This Confidentiality Undertaking (this "Undertaking") is made by [ ] a corporate entity registered under the laws of [ ], whose address is [ ] (hereinafter referred to as the "Recipient").

WHEREAS, the Recipient is entrusted to Bidder for the project titled "**Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha**"

WHEREAS, ORSAC has agreed to make available to the Recipient certain information to enable the "Recipient" to carry out the required services.

NOW, THEREFORE, the Recipient undertakes the following:

1. The above preamble shall form an integral part of this Undertaking.
2. For the purpose of this Undertaking the term "Confidential Information" shall mean any and all information, data or records of ORSAC or entrusted to ORSAC by any third party presented, given, sent or delivered to the Recipient whether in print, text, writing, via computer diskettes, compact disks, computer files of all kinds, or through any other audiovisual, tangible or intangible medium whatsoever, and designated in writing by ORSAC or its affiliates or Employers or which, under the circumstances surrounding disclosure, ought to be treated as confidential and shall include but shall not be limited to, any and all information, data, records, statements, processes, formulae, techniques, financial, technical, operational, commercial, staff, management, sales strategies, desires, goals or expansions and other information, data and expertise of whatever kind of ORSAC, including all lists of potential or existing Employers or customers, organizational information, contracts or agreements, proprietary business or management methods, marketing data, fee schedules, know-how, designs, concepts, techniques, inventions and ideas, business plans, computer software and programs, database technologies, systems, structures and architectures, research projects or trade secrets of ORSAC or its affiliates or Employers and shall include all computer files, documents, data and analyses prepared by ORSAC or its agents or its affiliates or Employers, which contain or are based upon Confidential Information. Confidential Information shall also include any information which can be obtained by examination testing or analysis of any such hardware, any component or part thereof, and software or material samples, provided or given access to the Recipient by ORSAC.
3. The obligation to maintain the confidentiality of Confidential Information shall continue to apply for five years after signature of this Undertaking. However, the said obligation does not apply to following cases:
  - a) If the Confidential Information is generally available in the public domain (unless available as a result of breach of this Undertaking).







- b) If the Confidential Information is lawfully in the Recipient's possession (as evidenced by the Recipient's written records) and was not acquired directly or indirectly from ORSAC;
  - c) If the disclosure of Confidential Information is required by any applicable law or by any supervisory or regulatory body to whose rules the Recipient is subject, or with whose rules it is necessary for the Recipient to comply.
4. If any proceedings are commenced or action taken which could result in it becoming compelled to disclose Confidential Information, the Recipient will, to the extent that it is lawfully able, immediately notify ORSAC of such proceedings or action in writing and will take all available steps to resist or avoid such proceeding or action, including all steps that may reasonably be requested by ORSAC and keep ORSAC fully and promptly informed of all matters and developments relating thereto. If the Recipient is obliged to disclose Confidential Information to any third party, the Recipient will disclose only the minimum amount of information consistent with satisfying its obligation. Furthermore, the Recipient will give prior written notice of the information it proposes to disclose, the notice containing a copy of the proposed disclosure, and will give ORSAC an opportunity to discuss the relevant notice prior to any disclosure.
5. The Recipient will immediately upon receipt of a written demand from ORSAC:
  - a) Return to ORSAC all Confidential Information (and all and any copies thereof or of any part thereof);
  - b) Expunge all Confidential Information from any computer or other similar device and all documents, forms, diskettes, compact discs, computer files or other tangible or intangible item containing Confidential Information together with all relevant samples and models which it has in its possession into which it was entered by it or on its behalf or by its advisers or representatives or on their behalf; and
  - c) Destroy all notes, analysis or memoranda containing Confidential Information prepared by ORSAC or on its behalf or by its advisers or representatives or on their behalf,
6. The Recipient hereby expressly, unconditionally and irrevocably agrees that it shall:
  - i. Hold ORSAC's Confidential Information in strict confidence to itself and restrict access to such Confidential Information to only its employees who need to know it and shall further ensure that any such employees are bound by the obligations of confidentiality as stated in this Undertaking, and to hold all Confidential Information of ORSAC in strict confidence.
  - ii. Treat such Confidential Information with at least the same care and precaution that the Recipient affords to its most confidential, valuable, and secret information.
  - iii. Not use, exploits, access or benefit from such Confidential Information for any reason or purpose whatsoever







- iv. Not use such Confidential Information in any way detrimental to ORSAC (it being acknowledged that any use or exploitation by the Recipient of the Confidential Information for any purpose whatsoever other than its own internal and non-commercial use, will be deemed detrimental to ORSAC)
  - v. Not to copy, keep, preserve, store or retain in any medium whatsoever any Confidential Information of ORSAC for any reason whatsoever, to that effect, the Recipient hereby expressly undertakes that it shall immediately upon the request of ORSAC, destroy any and all of the Confidential Information of ORSAC, which the Recipient has received from ORSAC
  - vi. Release such Confidential Information to a concerned "Recipient Representative" requiring such information only after advance written notification to ORSAC stating the name, address, telephone number and relationship to the Recipient of such Recipient Representative, and notifying such Recipient Representative to whom any disclosure of the Confidential Information is made that the disclosure is made in confidence, that the Confidential Information must be kept in strict confidence by the Recipient Representative and that the Confidential Information as well as the Recipient Representative is subject to the terms of this Undertaking
  - vii. Not to release, circulate, publish, expose, distribute, reveal, issue or disclose such Confidential Information through any medium or means whatsoever to any other person, persons, entity or entities without the prior express and explicit written consent of ORSAC, in which event the Recipient shall require such person or entity to enter into a confidentiality agreement acceptable to ORSAC.
  - viii. Take all reasonable steps to protect the Confidential Information from unauthorized access, production, publication, distribution, circulation, exposure, copying or disclosure by any party, in any manner, any means and any medium whatsoever.
  - ix. Comply with any and all instructions that ORSAC may issue in relation to the manner through which the Recipient may utilize the Confidential Information for the purposes of this article.
  - x. Notify ORSAC immediately upon discovery of any unauthorized use or disclosure of Confidential Information, or any other breach of this Undertaking by the Recipient and will cooperate with ORSAC in every way to help in regain possession of the Confidential Information and prevent any further unauthorized use of such.
7. The Recipient hereby expressly and unconditionally agrees that any and all of the terms, conditions and provisions contained within this Undertaking relating to the Confidential Information are of the essence, reasonable and necessary in order to protect ORSAC's business, reputation, best interests and goodwill. To that effect, the Recipient hereby







expressly and unconditionally declares, understands and accepts that should the Recipient breach any of the term's conditions and/or provisions of this Undertaking, ORSAC shall suffer grave loss, damage and lost profits to its businesses, reputation, best interests and goodwill.

8. The recipient acknowledges and agrees that damages would not be an adequate remedy for any breach of this undertaking and that either party shall be entitled to the remedies of injunction, specific performance and other equitable relief for any threatened or actual breach of any such undertaking.
9. The Recipient hereby expressly and unconditionally understands and accepts that nothing in this Undertaking is intended to grant the Recipient any form of right, title or interest in or to any of the Confidential Information of ORSAC whatsoever, or to any invention, trade secret or intellectual property based thereon. By disclosing, presenting or providing Confidential Information to the Recipient, the Recipient fully and unconditionally understands and accepts that ORSAC does not grant any express or implied right interest or title to the Recipient or the Recipient Representative to any Confidential Information.

This Undertaking shall be governed by and construed in accordance with the laws of Republic of India. Any dispute arising out of or in connection with this Undertaking shall be referred to the Hon'ble High court of Odisha.

..... Signed by authorized signatory of  
M/S ..... (The Bidder)





#### GF-5: PERFORMANCE BANK GUARANTEE

(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.

Date:

To,

The Chief Executive

Odisha Space Applications Centre, Government of Odisha.

Dear Sir / Madam,

WHEREAS ..... (Name of The Bidder) herein after called "the Bidder" has undertaken, in pursuance of Contract, dated ..... 2025 (hereinafter referred to as "the Contract") to Bidder for the project titled **"Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha"** AND WHEREAS it has been stipulated in the said Contract that the Implementation Partner shall furnish a Bank Guarantee ("the Guarantee") from a nationalized bank for the sum specified therein as security for the project/performance of proposed solution as per the agreement. WHEREAS We..... ("The Bank", which expression shall be deemed to include it successors and permitted assigns) have agreed to give Odisha Space Applications Centre (ORSAC) the Guarantee. THEREFORE, the Bank hereby agrees and affirm as follows:

1. The Bank hereby irrevocably and unconditionally guarantees the payment of all sums due and payable by the Implementation Partner to ORSAC under the terms of \_ their Agreement dated \_\_\_\_\_ on account of full or partial non- implementation and/ or delayed and/ or defective implementation. Provided, however, that the maximum liability of the Bank towards ORSAC under this
2. In pursuance of this Guarantee, the Bank shall, immediately upon the receipt of a written notice from ORSAC stating full or partial non-implementation and/ or delayed and/ or defective implementation, which shall not be called in question, in that behalf and without delay/demur or set off, pay to ORSAC any and all sums demanded by ORSAC under the said demand notice, subject to the maximum limits specified in Clause 1 above. A notice from ORSAC to the Bank shall be sent by Registered Post (Acknowledgement Due) at the following address:  
.....  
.....  
.....
3. This Guarantee shall come into effect immediately upon execution and shall remain in force for a period of 24 months from the date of its execution. However, the Guarantee shall. not less than 30 days, prior to its expiry, be extended by the Bank for a further period of 12







months. The Bank shall extend the Guarantee annually in the manner herein before provided for a period of five years from the date of issue of this Guarantee.

4. The liability of the Bank under the terms of this Guarantee shall not, in any manner whatsoever, be modified, discharged, or otherwise affected by:
  - i) Any change or amendment to the terms and conditions of the Contract or the execution of any further Agreements.
  - ii) Any breach or non-compliance by the Bidder with any of the terms and conditions of any Agreements/credit arrangement, present or future, between Implementation Guarantee shall not, under any circumstances exceed Partner and the Bank.

The BANK also agrees that ORSAC at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against Implementation Partner and not withstanding any security or other guarantee that ORSAC may have in relation to the Bidder's liabilities.

6. The BANK shall not be released of its obligations under these presents by reason of any act of omission or commission on the part of ORSAC or any other indulgence shown by ORSAC or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the BANK.
7. This Guarantee shall be governed by the laws of India and only under the Appellate Jurisdiction of Hon'ble High court of Odisha, in the adjudication of any dispute which may arise hereunder.

Dated this the ..... Day of ..... 2025.

Witness

(Signature)

(Name)

(Name)

(Official Address)

Plus, Attorney as per Power of

Attorney No:

Dated:

(Signature)

Bank Rubber Stamp

Designation with Bank Stamp

Dated:





**GF-6: FORMAT FOR QUERIES:**

Bidders requiring specific points of clarification may communicate with ORSAC during the specified period using the following template in MS Word Files as per the enclosed format.

RFP No: ....

Name of Project: "Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha"

Name of the Bidder:

Contact Address of the Bidder, with e-mail Id & Mobile No.

Sl. No.	Section No.	Page No.	Excerpt of RFP Clause	Query

Signature:

Name of the Authorized signatory:

Bidder seal:

**Note:** Consolidated and only Relevant Pre-Bid Clarifications shall be issued by ORSAC. ORSAC is not bound to issue Clarifications to Individual queries.







**GF-7: FORMAT OF AGREEMENT (SHALL BE SIGNED AFTER AWARD OF THE ONTRACT)**

1. THIS AGREEMENT made on the ..... Day Of .....  
20\_\_ BETWEEN; 1. ORSAC (hereinafter referred to as the "ORSAC"), having address at .....  
..... represented by the .....  
(Which expression shall, unless repugnant to the context meaning thereof, include his successors, assignees) who is duly authorized by ORSAC to execute this agreement of the FIRST PART
2. M/S ..... whose registered office is at .....  
..... and are duly registered as Implementation Bidder under the laws of Republic of India hereinafter referred to as "Bidder (SP)" (which expression shall, unless repugnant to the context or meaning thereof, include its successors and assigns) of the SECOND PART.

WHEREAS the ORSAC is desirous that the agreement be rendered in accordance with the Conditions of this Agreement as contained herein and the SP is willing and capable to render the said Services and has submitted an offer and the ORSAC has accepted the same for the following: Services: Bidder for the project titled "**Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha**". NOW THESE PRESENT WITNESSES and it is hereby agreed and declared by and between the parties hereto as follows:

- i. In this Agreement the words and expressions shall have the same meanings as are respectively assigned to them in the Instruction to Bidders & RFP Forms, Special Conditions of Contract and General Conditions of Contract hereinafter referred to.
- ii. The following documents shall be deemed to form and be read and construed as part of them Agreement viz:
  - a. The RFP Document issued by ORSAC
  - b. The said Offer
  - c. Conditions of the Contract
  - d. The Appendices
  - e. Letter of Acceptance/Award
  - f. All pre-RFP circulars & addenda issued during the RFPing stage
  - g. All post-RFP clarifications, confirmations and correspondence (letters, faxes, emails) and minutes of meetings, in consideration of the payment to be made by





the ORSAC to the SP as hereinafter mentioned, the SP hereby covenants with the ORSAC to perform the Services in conformity in all respects with the provisions of this Agreement.

- ii. The ORSAC hereby covenants to pay the SP in consideration of the above Services the remuneration at the times and in the manner prescribed by this Agreement.
- iii. The Contract Sum for the Project has been agreed between the ORSAC and SP to be INR ..... The same amount shall be the value for the purpose of furnishing Professional Indemnity Insurance by the SP.

IN WITNESS whereof the parties hereto have hereunder set their respective hands and seal on the day and year first above written.

Signed by a duly authorized signatory for and on behalf of the ORSAC

M/S .....

Chief Executive, ORSAC

Signature  
(Name & Designation)

Signature  
(Name & Designation)

Witness

Witness

Signature

Signature







### TF-1: TECHNICAL BID LETTER

To,  
The Chief Executive  
Odisha Space Applications Centre, Government of Odisha.

Reference. RFP No. ....

Letter no. ....

Dated .....

Sir,

1. We hereby offer to provide the Services at the prices and rates mentioned in the Financial Bid
2. We do hereby undertake, that, in the event of acceptance of our bid, the Services shall be provided as stipulated in the schedule to the Bid document and that we shall perform all the incidental services.
3. We enclose herewith the complete Technical Bid as required by you. This includes:
  - i) This Bid Letter
  - ii) Bid Particulars
  - iii) Documents in support of Technical Bid Evaluation Criteria
  - iv) Details of the proposed solution, proposed Methodology & Timeline We agree to abide by our offer for a period of 180 days from the actual date of opening of the Technical

Bids and that we shall remain bound by a communication of acceptance within that time.

We have carefully read and understood the terms and conditions of the RFP and the conditions of the Contract applicable to the RFP and we do hereby undertake to provide services as per these terms and conditions. Certified that the RFPer is a Bidder and the person signing the RFP is the duly constituted attorney. Bid Security (Earnest Money) for an amount equal to Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_ Lakhs Only) is enclosed in the cover containing Part-I of the bid.

We do hereby undertake, that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof or placement of letter of intent awarding the contract, shall constitute a binding contract between us.

Dated this \_\_\_\_\_ Day of 2025 (Signature) (In the capacity of)

Duly authorized to sign the RFP Response for and on behalf of: (Name and Address of Bidder)  
Seal/Stamp of Bidder

Witness Signature:

Witness Name:

Witness Address:





**TF-2: Experience in development & commissioning of Enterprise Class GIS/ MIS based Applications for Govt. of Odisha currently in Live production environment for a project value not less than Rs.10 crore.**

Sl.	Client	Project	Value (in Rs. Lakhs)	Project Start & End Date	URL Address	Refer Supporting Documents
1.						
2.						

**TF-3: Experience in HRSI image processing of any Govt. Department for a project value not less than Rs.10 crore.**

Sl.	Client	Project	Value (in Rs. Lakhs)	Project Start & End Date	Refer Supporting Documents
1.					
2.					

**TF-4: Experience in preparation of bi-lingual GIS / geodatabase. Preference shall be given for such experience involving Odia Language.**

Sl.	Client	Project	Value (in Rs. Lakhs)	Project Start & End Date	Refer Supporting Documents
1.					
2.					







**TF-5: List of IT professional on a regular payroll.**

Sl.	Name	Qualification	Yrs. of Exp.	EPF Code	ESI Number
1					
2					

**TF-6: List of Geoinformatics professional on a regular payroll.**

Sl.	Name	Qualification	Yrs. of Exp.	EPF Code	ESI Number
1					
2					

Signature

Seal





**CF-1: COMMERCIAL BID LETTER**

To,  
The Chief Executive  
Odisha Space Applications Centre  
Government of Odisha

Ref. RFP No.....

Sir,

1. We hereby offer to provide the Services at the prices and rates mentioned in the Commercial Bid in CF2
2. We enclose herewith the complete Commercial Bid as required by you. This includes:
  - i. This Bid Letter
  - ii. Price Schedule

We agree to abide by our offer for a period of 180 days from the actual date of opening of the Technical Bid and that we shall remain bound by a communication of acceptance within that time. We have carefully read and understood the terms and conditions of the RFP and the conditions of the Contract applicable to the RFP and we do hereby undertake to provide services as per these terms and conditions.

Herewith we consider undertaking the mark as per the RFP documents without any objection in time,

Dated this Day of..... 2025 (Signature) (In the capacity of)

Duly authorized to sign the RFP Response for and on behalf of:

(Name and Address of Bidder) Seal/Stamp of Bidder

Witness Signature:

Witness Name:

Witness Address:







**CF-2: FORMAT FOR FINANCIAL BID**

Commercial Bid for "Selection of Agency to Undertake Development of Mobile and Web GIS Based Work Passbook for Govt. Departments of Govt. of Odisha"

SL	Item of work	Unit	Quantity	Unit Rate (in Rs.)	Amount (in Rs.)
A.	<b>CAPITAL COST</b>				
A1	Development of Work Passbook Web and Mobile GIS application along with Development of Dataflow Pipeline (Spatial and Non-Spatial Data) & Unified Geo Database.	LS	1		
<b>Sub-total of Capital Cost (A)</b>					
B	<b>RECURRING COST for 3 years</b>				
B1	Annual Maintenance of Work Passbook application for a period of 2 Years after completion of 1 Year of Free Warranty Period <i>(Maximum 14% of SL A1)</i>	Per year	2		
B2	Development of Unified Geo Database for Work Passbook Application for Phase 2, 3 & 4	Per Year	3		
<b>Sub-total of recurring cost amount (B)</b>					
<b>Total Amount (A+B)</b>					
<b>Add GST @ 18%</b>					
<b>Grand Total including GST</b>					
<i>In words, Rupees</i> _____					

Signature

Seal of the Bidder

*Sofer Saini*  
For Chief Executive



## 13 ANNEXURE

The following are few suggested attributes, but not limited to, to be showcased in Works Passbook application for all public major assets under all Govt Departments across the State:

### A. Unique Asset Identification, Asset Information and Geo Tagging of Assets

- Asset ID / Asset Code: An unique asset code/ id for all assets created/ to be created. (This has to be unique for each department)
- Asset Category/ Type: Primary classification of the asset (e.g., Road, Bridge, Building, Water Supply, Irrigation projects etc.).
- Asset Sub-category/ Sub-Type: Secondary classification providing more specific asset type (e.g., Major District Road, Minor Bridge, Primary Health Centre, Community Water Tank, etc.).
- Asset Name: Descriptive identifier of the specific asset (e.g., "Bhubaneswar-Cuttack Highway", "Mahanadi Bridge", "Rayagada District Hospital", etc.).
- Geo-coordinates: Exact location of the work (point/line/polygon as applicable), linked with LGD Code.

### B. Asset General Information

- Polygon assets like Buildings:
  - i. Building Type (residential/commercial/non-residential).
  - ii. Building Condition, Year of construction.
- Linear Assets like Roads/canals:
  - i. Road category
  - ii. Length of Road in meters
  - iii. Width of Road (carriage Way & Formation) in meters
  - iv. Present Condition (Good/Moderate/Bad)

### C. Unique Work Identification

- Work ID/ Number: A unique code for every work, linking it with the asset created or upgraded.
- Asset ID: To be linked with work id for creation of new asset or upgradation or maintenance of an existing asset.

### D. Work Classification

- Work Category: Regular, Deposit.





- Type of Work: E.g., Road construction, building/renovation, bridge construction, etc.
- Category: New work, upgradation, maintenance, emergency repair, etc.
- Sector: Infrastructure, Education, Health, Rural Development, Water Resources, etc.
- Work Scheme
- Category: Tribal, Non-Tribal, General
- Work Description
- Work Estimated Cost (In Rs.)

**E. Administrative & Technical Details**

- Project Title/Description
- Owner Department Code
- Owner Department: Department funding and owning the asset.
- Owner Branch: Department Branch owning the asset
- Asset In charge Name and Code
- Asset In charge Designation
- Asset In charge contact details
- Executing Agency: Government agency executing the work.
- Contractor/Firm Name along with unified Contractor Code
- Work Sanction Order/GO Number
- Sanctioned Month & Year
- Start Date
- Scheduled Completion Date
- Revised Completion Date (if any)
- Current Status: Planned / In Progress / Completed / Delayed / Terminated
- Delay Details: Number of days/months delayed; reasons for delay.

**F. Financial Details**

- Budget Head





- Sanctioned Amount
- Released Amount
- Expenditure till Date
- Mode of Payment: E.g., e-FMS, DBT to vendor, PFMS integration

#### **G. Technical & Progress Information**

- Technical Sanction and Estimates
- Mileposts / Progress Updates
- Images and Geotagged Evidence (before, during, after)

#### **H. Administrative Jurisdiction Data**

- Village / Gram Panchayat / Block / Tahsil / District
- Ward (in urban areas)
- Name of Beneficiary Area (if applicable)
- MLA Assembly Constituency

### **13.1 Architecture Flow Diagram**

#### **☞ Data Flow Diagram – Level 1**

##### *1 Entities:*

- Departmental Software (e.g., WAMIS, PPMS)
- User / Web Portal Interface
- Google Maps API

##### *2 Processes:*

- [P1] Asset ID Request & Generation
- [P2] Asset Search & Retrieval
- [P3] Asset Detail Fetch from Departmental Software
- [P4] Display Asset Details with Google Map

##### *3 Data Stores:*

- [D1] Asset\_Master
- [D2] District\_Master
- [D3] Block\_Master
- [D4] GP\_Master
- [D5] Village\_Master





### 13.2 ■ Flow Description:

#### 1. Asset ID Request & Generation ([P1])

- **Input:**  
→ asset\_type, district\_code, block\_code, gp\_code, village\_code, project\_name from **Departmental Software**
- **Process:**  
Central Hub API generates unique asset\_id and stores asset metadata in **Asset\_Master**.
- **Output:**  
← asset\_id returned to departmental system.
- **Data Interaction:**  
↔ Validates codes against **[D2-D5] Master Tables**  
↔ Inserts data into **[D1] Asset\_Master**

#### 2. Asset Search ([P2])

- **Input:**  
→ Dropdown selection by User: District → Block → GP → Village → Asset Type
- **Process:**  
Query constructed to fetch matching assets from **Asset\_Master**.
- **Output:**  
← Table of search results (Asset ID, Asset Type, Asset Name, Location, View)

#### 3. View Asset Details ([P3])

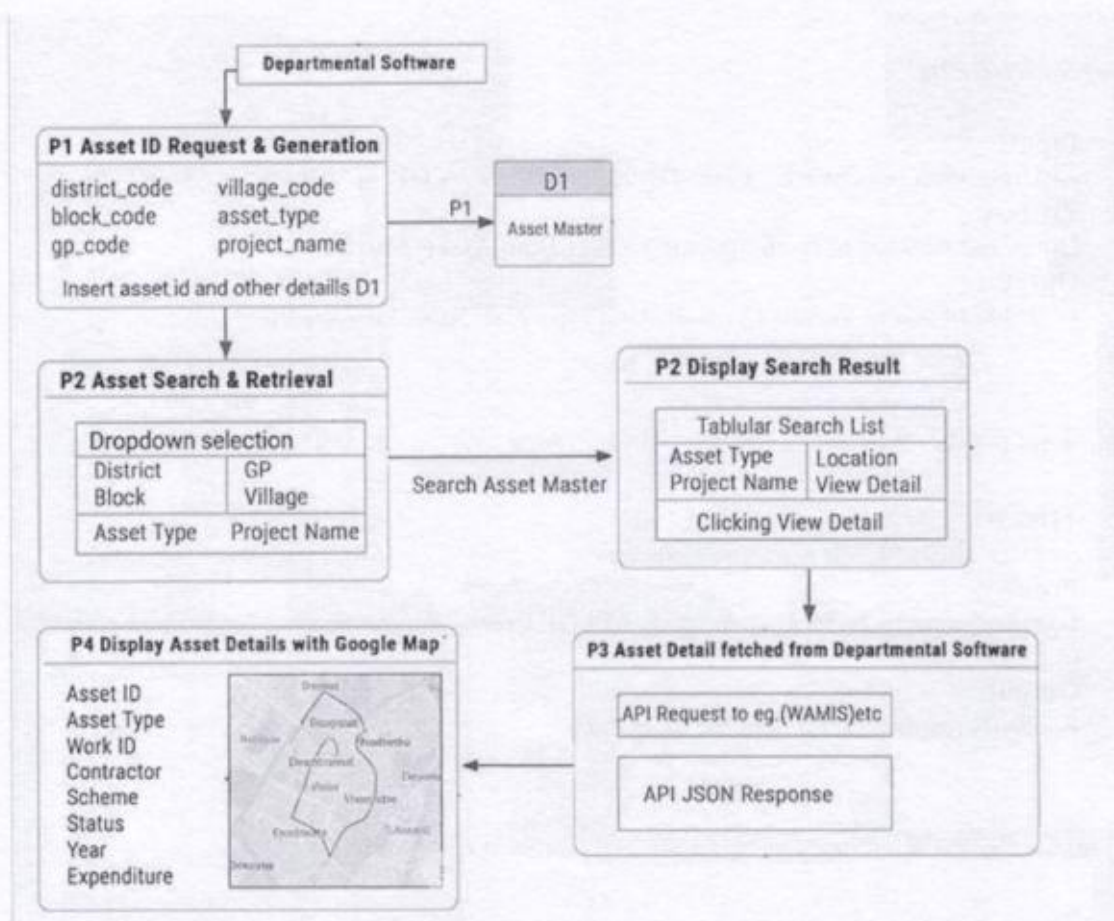
- **Trigger:**  
→ User clicks **Q View** on any asset row
- **Process:**  
Based on software field, system sends API GET request to respective department endpoint (e.g., WAMIS).
- **Output:**  
← JSON response with detailed asset data.

#### 4. Display Asset Details ([P4])

- **Display:**  
All the Asset Details (like, Contractor Name, Location, Year, Status, Expenditure, Scheme etc.) with the google map
- **Process:**  
Google Maps API is triggered in modal popup.
- **Output:**  
← Map displayed with location marker.

### 13.3 External Integrations:

- **WAMIS** → /api/wamis/assets/:asset\_id
- **PPMS** → /api/ppms/assets/:asset\_id
- **Others** → /api/others/assets/:asset\_id





### 13.5 Asset ID Generation Flow

When any departmental software requires an asset\_id, it will:

1. Send a POST request to the Central Hub API with:
  - district\_code
  - block\_code
  - gp\_code
  - village\_code
  - project\_name
  - asset\_type
2. The Central Hub API will generate a unique asset\_id and return it.
3. The departmental system will map this asset\_id to its internal asset records.

### 13.6 Central Hub Search Functionality

Users will be able to search assets through a web interface using dropdowns:

- District → Block → GP → Village
- Project Name->Asset Type

Search Results will be shown in a table:

**Work Passbook - Asset Search**

District  
Select District

Block  
Select Block

Gram Panchayat  
Select GP

Village  
Select Village

Asset Type  
Select Asset Type

Search

Search Results

Asset ID	Asset Type	Asset Name	Location	View Detail
0000254432	Government Office Building	NAC Office	Badakusumpur, Begunia	<a href="#">View</a>
0000254433	Anganwadi Centre	Badakusumpur Anganwadi Center	Badakusumpur, Begunia	<a href="#">View</a>
0000254434	School Building	UP School, Badakusumpur	Badakusumpur, Begunia	<a href="#">View</a>
0000254435	Community Hall	Badakusumpur Community Hall	Badakusumpur, Begunia	<a href="#">View</a>
0000254436	Primary Health Centre	Community Health Center, Badakusumpur	Badakusumpur, Begunia	<a href="#">View</a>

### 13.7 "View Details" - Detailed Asset Information

When the user clicks View Details:

1. The system checks the software field.

2. Sends an API request to the respective departmental software.
3. Departmental API returns a JSON response:

```
{  
  "asset_id": "AST-0000254452",  
  "asset_type": "Government Office Building",  
  "contractor_name": "Vinod Kumar Dhal",  
  "scheme": "State Plan",  
  "status": "Completed",  
  "year": "2024-25",  
  "expenditure": "2500000",  
  "lat": "20.2961",  
  "long": "85.8245"  
}
```

4. A modal popup is shown with structured information and an embedded Google Map showing the asset location using latitude and longitude.

### 13.8 Integration Points

Software	API Endpoint	Method
WAMIS	/api/wamis/assets/:asset_id	GET
PPMS	/api/ppms/assets/:asset_id	GET
Others	To be defined	GET

### 13.9 Geolocation & Maps

Google Maps is used to visually display the asset's geographical location.

- Shown in a modal during 'View Details'.
- Uses the lat and long fields from the JSON response.