



EAST DELHI MUNICIPAL CORPORATION
ASSESSMENT & COLLECTION DEPARTMENT (HQ)
419, FIE, GROUND FLOOR, UDYOG SADAN,
PATPARGANJ IND. AREA, DELHI-110092



NO. Tax/EDMC (HQ)/2017/ D-597

Dated : 17.08.2017

**Sub : NIT for Survey of properties & IT enabled property
tax management in EDMC - Reply of pre-bid queries**

Ref : NIT No. D-515 dated 11.07.2017.

The pre-bid meeting was held on 17.07.2017 on the above noted subject. The clarification/replies in response to the queries raised by the bidders is enclosed as under :

Geoinfosys

Name Of Organization Submitting request	Name & Position of person submitting request	Address, Email, Fax & Point of contact		
S.No.	Bidding Document Reference(s) (section number/ page)	Content of RFP requiring Clarification	Points of clarification required	Remarks
1.	Data Sheet- Earnest Money Deposit/ Page No. 3	Rs. 20,00,000/- in the form of Demand Draft /BG form any nationalized /scheduled bank in favour of Commissioner ,EDMC Delhi	We request the authorities to kindly provide Bank Guarantee format.	As per Standard Bank Guarantee Formats given by Nationalised Banks to Govt.of India.
2.	Last Date and Time of Bids /Page No.3	02/08/2017 upto 1400 hrs	We are in the process of preparing to submit the most responsive bid for your requirements; we find that the time for preparation of the bids is falling short. We need about 25 days to do proper justice to our intended submission. Therefore we request you to grant	Will be informed later on as and when decided by competent authority.

Amrit Kumar

			the extension of the submission date.	
3.	14. Data Integration /Page 21	a) GSDL data will be base for the survey of properties, GSDL data with MAPS will be facilitated by EDMC.	As discussed in the Pre-Bid Meeting that GSDL will provide 2010 Base Map while Satellite imagery captured date will be 2015. So There is data Gap Between 2010 and 2015 and it's need to be updated in accordance to the Given Satellite imageries of 2015. Therefore we request you to add an additional Note on aforementioned issue in commercial Part of the RFP.	As per tender document, GSDL will provide latest updated satellite images and data available with them. Vendor's survey data including coordinates captured may be shared with GSDL by EDMC, if required, and as decided by competent authority.
4.	7.11 Payment Terms/Page No 16	The Payment shall be released after ward wise completion of survey of properties and minimum 10% random sample verification and authentication of data in a ward by A&C Dept or its authorized agency.	We request the authorities to kindly mention exact day for Payment Release after submission of the ward wise data. Please elaborate Validation process of the Data also.	As per tender document. However, EDMC will try to ensure payment as early as possible.

Caritas Eco System Pvt. Ltd.

S. No.	Reference	Query/Clarification	Remarks
1.	Section 1.1: As per GSDL information there may be around 4.6 lakhs properties in East Delhi with approximate 13 lakhs property units coming under EDMC jurisdiction.	What is the difference between a property and property unit? Consultant will be paid based on number of properties or property units?	1.A property may have multiple units or a single unit. 2.Payment will be made on basis of per property survey. For payment purpose property implies property by distinct ownership.
2	Section 7.11: The payment shall	What is the estimated timeline	1.10% random

Asish Kumar

	be released after ward-wise completion of survey of properties and minimum 10% random sample verification and authentication of data in a ward by A&C Dept. or its authorized agency.	fixed for 10% random sample verification and authentication by A&C Dept. What is the additional benefit / incentive offered to the Consultant, if the time taken for 10% random sample verification is more than the estimated / agreed upon time? The Consultant suggest a timeline of 15 days for random verification of 10% sample. Any extension in verification will impact the project activities.	verification will be completed within 45 days by A&C Department. In case of delay, matter shall be referred to Coordination Committee and based on its recommendations, action shall be taken. 2. Nothing as such. As per reply of pt.1 above
3	Section 2: Gestation period of 2 months for starting work from date of issue of work order.	The Consultant will start the work within the 2 months gestation period, provided the base information / data is made available by EDMC.	As per tender document.
4	Section 3.1.10: EPF / ESIC Registration	Is EPF / ESIC Registration mandatory?	Yes
5	Section 7.12: Penalty For every wrong survey report of a property, 3 times the difference of shortfall of tax for that property will be charged. If minimum monthly target is not achieved, a penalty of Rs. 100/- for each property shortfall will be charged. Rs. 3000/- per day penalty for each day delay.	Door to door property survey is also dependent on external factors like support from ULB, cooperation from public etc. Any delay in the field activities due to external factors should not be counted as delay on the Consultant's part. What are the incentives for Consultant? The Consultant suggest using the state of the art technology and follow strict QA/QC procedures to maintain the data quality. We request you to remove the penalty conditions from the RFP.	Pt. 1, 2 and 3.- As per tender document. There will be a Coordination Committee to deal with issues during survey.

Mapmy INDIA

SL	RFP section	RFP Page No.	Content in RFP	Clarification Sought	Remarks
1	1.2.10	7	Collection of Cheques /DD from taxpayer during survey who are willing to pay property tax on Self-Assessment basis. Receiving to-be provided taxpayer	Collection of payment involves high risk Possibility of losing the cheques/draft by field surveyors who would entire day on field job. Thus we request department to remove this task from Vendor's Scope of Work.	As per tender document.

Anish Kumar

2	1.2.15	7	The UPIC SMART CARD with Barcode will be issued to taxpayers/owners bearing property address, UPIC No. and geographical location coordinates with reference to latitude & longitude measures with high accuracy	Request to provide the specifications of the SMART CARD	As per tender document
3	1.2.16	7	e-property Tax passbooks in soft format will be issue to tax payers with property & tax details.	Please clarify what is meant by "Soft Format" here. Will editable copy is required. Please clarify Does the vendor Scope include updation of the passbook.	Self-explanatory. As per tender document.
4	1.2.20	8	The verification of the data will also be ensured/done by outsourced agency using appropriate technology/methodology/ GIS Image based measurements of survey units, separately. Final survey properties will also be verified further by A&C Dept or its authorized Agency at its own level. SMS, EMAIL and TELECALLING based verification of surveyed property will also be used as and when required through taxpayer / assessee's contact number	Please clarify if any Satellite Imagery will be provided, if yes then in which format Who will involve the outsourced agency for the data verification?	GSDL provided images. As per tender document.
5	DATA INTEGRATION	21	GENERAL – DATA INTEGRATION	We understand Real-Time data integration is not feasible as data need to be quality controlled in-house and also to be quality assured before releasing.	As per tender document
6	1.2	6	GENERAL – Scope of Work	Please clarify if survey involves measuring each property on the field as this will have effort & cost implications	As per Scope of work in tender
7	Preface	5	Preface	Define property and Unit specifically. Explain the parameters What will be the billing metrics?	A Property may have single unit or multiple units. Billing as per tender document
8	Preface	5	PTR	Duplicate data; how to resolve the redundancy?	Vendor to decide
9	Preface	5	Property Coordinates	Lat/Long- What if, in case multi storied building, multiple properties having same coordinates?	Survey data to be shared with EDMC. Coordination Committee will decide.

Amir Khan

10	Preface	5	GSDL data	What if the provided map data doesn't match with ground data?	As above
11	1.2.5	6	Data collection	How to collect property photographs, in case of multistoried/multi property building?	Photograph should be clearly visible.
12	1.2.19	8	Data survey	What if, in case of refusal, non cooperation, door lock cases, even after multiple visits?	Matter to be reported to Coordination Committee
13	14.b	22	Data integration	What is the master format of database? Since data is been provided in MS Excel format, a proper template with validation rule is required to ensure seamless data integration from EDMC.	As per tender document
14	15.2	22	Roles and responsibility of EDMC	What if, owner, occupier provides wrong information?	Coordination Committee to decide
15	1.2.2	6	Document collection	What are the documents to be collected? What if refused?	As above
16	1.2.21	8	Data approval and payment SLA's	Need more clarity/proper time duration on data approval and payment SLA's	As per tender document
17	GIS Updation	8	New addition	If GSDL maps need to update, it should be treated as separate billing component	As per tender document
18	Quality check	8	New Addition	What will be the threshold value of data quality acceptance?	Coordination Committee to decide
19	Data completeness	8	New Addition	Due to unavoidable circumstances if survey job is incomplete for a particular area, what will be the resolution for the completeness of the data?	As above
20	Door lock cases	8	New Addition	Despite of 3 attempt in a door lock etc situations, please consider some relaxation during property counts	As above

DATA WORLD

S.N o.	Page No.	Section	Clause	Queries	Remarks
1	8	Objectives & Scope of Work	1.2.10	Please specify the handover mechanism/bank details where we need to deposit the	To A&C Dept.

As per tender document

				cheques/DD collected from the owner.	
2	9	Eligibility	3.1.1	Is the eligibility criterion to be fulfilled by only by the Prime Bidder or all the members of the consortium? Please specify.	All members. As per tender document.
3	9	Eligibility	3.1.5	In case of consortium, which company's turnover shall be considered?	All members.
4	9	Eligibility	3.1.6	Is the affidavit required from Prime Bidder or all member of consortium?	Power of Attorney/ Affidavit from all members required.
5	10	EMD	4.1	Can we use the foreign bank for Fixed Deposit or DD?	No
6	12	Instructions to Bidders	5.4	Is accredited surveyor same as chartered surveyor/value? Please confirm	As per tender document
7	16	Payments Terms	7.11	We request you to consider payment terms either monthly or colony wise and there should be a fixed timeline for payment processing post submission of invoice.	As per Tender document
8	17	Penalty	7.12	For point d and e there has to be defined boundary in terms of duration and commercial. This statement is open ended without any boundary. Moreover as the EDMC officials are also involved in verification and approval hence the penalty should not be imposed on vendors.	As per Law Dept. opinion
9	23	Coordination Committee	16	All recommendation of coordination committee should be adhered to by both the parties and should be implemented as per agreed time line.	As per tender document
10	23	Termination of Contract	18	If the termination is issued beyond any of the mentioned point due to EDMC internal issues or political situation then in that case what will be the compensation offered to the selected agencies.	As per tender document

Amrish Kumar

**(Amrish Kumar)
Dy.Assessor & Collector(HQ)**

Copy to :

- 1. D.C.(IT) - with the request to arrange uploading of this on the official website today itself, i.e. on 17.08.2017