

Detailed Description

Numerous assets are created by various departments and agencies under different schemes of the government. The assets once created have to be listed at various levels for the sake of reference, planning and most importantly monitoring. The job of maintaining such lists also known as Asset Register was entrusted with gram panchayats who are expected to keep a manual record. However, it has been found that many gram panchayats fail to maintain them or update them on a regular basis. Moreover, the information stored in these registers is minimal and in most cases unverifiable on account of non-availability of photographs or authentic locational details. In view of the above the district administration of Balaghat intends to create a Digital Asset Register of the works done under different schemes in each village.

A Digital Asset Register shall be an online repository containing the information of the works done in various schemes in a village. Most importantly it will contain the actual photograph of the work along with the latitude and longitude of the location where the work was done. It will also contain some basic information of the work like name of beneficiary, year of sanction, cost incurred etc. This will serve as an exact real time picture of the status of works done under a particular scheme that can be accessed via the web.

The administration proposes to outsource the creation of this Digital Asset Register to private parties and invites bids for the purpose. The successful bidder is expected to provide the following service

1. Create the web based interface for the Digital Asset Register
2. Take photographs, tag them with relevant information like lat/long etc. and post them on the web in a time bound manner.
3. Upload the photos to the web interface.

It is expected that the bidder shall quote the price for software development and price for surveying & uploading the data for each individual work. As a pilot, the bidder shall be covering the works done under the Integrated Action Plan. Upon successful completion of this work, a decision shall be taken by the administration for extending the work to other schemes and may also negotiate the prices accordingly.

OFFICE OF COLLECTOR, BALAGHAT

Notice Inviting Tenders

Tenders are invited from interested firms in sealed envelope for following work.

Description of work	Time Limit
Creation of open source web based interface for the Digital Asset Register, Surveying & Uploading the data on the web for each work.	One Month for pilot project

Detailed work description and tender form can be downloaded from www.balaghat.nic.in.

Last date of submission of tender is 3.00 PM **10th January 2012**. Tender would be opened on 5.00 PM same date. Pre bid meeting would happen on 11.00 AM **10th January 2012**. For any query contact on office phone no 07632-240150 or dmbalaghat@mp.nic.in.

**Collector
Balaghat**

Terms and conditions

1. Security deposit would be Rs 5,000. It is to be deposited as DD/Cheque (Subject to Realization) in favor **District e-Governance Society, Balaghat**. Security deposits of all unsuccessful parties would be returned forthwith. For successful bidders, the security deposits would be refunded after 2 months of completion of project.
2. Works must be completed within 1 month. Extension can only be given with approval of Collector, Balaghat in exceptional circumstances.
3. Financial bid for only those parties would be opened who has required technical expertise. Proof of technical expertise would be that the parties must have undertaken at least one work for a government organisation (submit work order as proof).
4. Firms must have valid PAN number.
5. Both parties must agree for arbitration of any dispute. Commissioner, Jabalpur would final arbitrator.

Time schedule

- (i) Pre-Bid meeting on 11.00 AM **10th January 2012**.
- (ii) Last date of submission of complete tender form 03.00 PM, **10th January 2012**.
- (iii) Tender opening on 5.00 PM **10th January 2012**.

Place of receiving complete tender form

Office of the Collector, Balaghat (MP)

Note: - All the tender document sent by post must reach by 3.00 PM on **10th January 2012** on following address.

**Office of Collector, Balaghat,
Civil Line, Balaghat-481001, (MP)**

Format of Tender Document

I/We with full free will quote the following consolidated price for executing the work mentioned in tender form.

I have completely understood the terms and conditions of the work.

(i)	Serial no of DD/Cheque for Security deposit.
(ii)	Quoted price:-	
	Creation of open source web based interface for the Digital Asset Register.	Surveying & Uploading the data on the web for each individual work.
	₹	₹
(iii)	PAN/TAN no

Time:

Date:

Sign of authorized firm

Address of firm