

No.5/25/4/2015-NSDI  
Department of Science & Technology  
NRDMS & NSDI DIVISION

**Subject:-** RFP and Draft Maintenance Contract for upgradation and maintenance of India Geoportal invited only from those bidders who participated in EOI earlier at NSDI

**Last date of submission of RFP : 14.06.2016 at 1500 hrs**

**Opening date of Technical Bids : 14.06.2016 at 1600 hrs**

**DEPARTMENT OF SCIENCE AND TECHNOLOGY  
NATIONAL SPATIAL DATA INFRASTRUCTURE  
(NSDI)**

**REQUESTS FOR PROPOSAL FOR  
UPGRADATION AND MAINTENANCE OF INDIA GEO-  
PORTAL**

**East Block 7, Level 5, Sector 1, R.K.Puram, New Delhi-110066**

**Ph.: 01126182973, 01126177249**

**E-mail: [nsdi@nic.in](mailto:nsdi@nic.in)**

**No. F.No.5/25/4/2015–NSDI**  
Government of India  
Ministry of Science and Technology  
Department of Science and Technology

East Block 7, Level 5, Sector-1,  
R.K.Puram, New Delhi  
New Delhi – 110 066

Dated the 12<sup>th</sup> May 2016.

**NOTICE INVITING REQUESTS FOR PROPOSAL (RFP)**

Sealed Requests For Proposal (RFP) are invited for upgradation and maintenance of India Geo-portal of National Spatial Data Infrastructure (NSDI), Department of Science and Technology (DST), Ministry of Science and Technology, Government of India from interested bidders who have valid authorization, expertise and experience in carrying out such work. Bidders are requested to submit their proposals as per the Scope of Work mentioned in this RFP Document initially for a period of one year and extendable up to five years on year to year basis subject to their satisfactory performance during the period of contract.

2. The RFP should be submitted in two-bid system – Technical Bid and Financial Bid. The complete RFP document containing Instructions to Bidders, Terms of Reference, Technical Bid and Financial Bid, Draft Contract Format etc can be downloaded from the website of Department of Science & Technology i.e. [www.nsdindia.gov.in](http://www.nsdindia.gov.in) or [www.dst.gov.in](http://www.dst.gov.in).

3. An RFP Document Fee of Rs.1, 000/- (Rupees One Thousand only) is required to be paid along with the submission of the bids, either in the form of a demand draft drawn in favour of the **Drawing & Disbursing Officer (Cash), Department of Science and Technology** (DDO, Cash, DST) payable at Delhi, or as a cash receipt of the deposit to be put in the envelope containing the technical bid document only,

4. The RFP, complete in all respects, should be submitted in the prescribed form along with the supporting documents in sealed envelopes addressed to the **Under Secretary, National Spatial Data Infrastructure, Department of Science and Technology, Ministry of Science and Technology, East Block 7, Level 5, Sector-1, R.K.Puram, New Delhi-110066 on or before 1500 hrs on 14<sup>th</sup> June 2016**. RFP may be dropped at the tender box at the above mentioned address or sent by Registered post/Speed post, so as to reach the aforementioned address on or before the said date and time. If sent by post, DST will not be responsible for any loss or delay in transit.

5. Bidders have to deposit the Earnest Money Deposit (EMD) of Rs.1,00,000/- (Rupees one lakh only) in the form of Demand Draft or Pay Order/ Banker's Cheque/ Bank Guarantee in the name of **'Drawing and Disbursing Officer, DST'** payable at New Delhi.

6. The technical bids will be opened on **14<sup>th</sup> June 2016 at 1600 hrs** and evaluated by the competent committee or authority. At the second stage, Financial Bids of technically qualified bidders only will be opened on a date and time to be intimated to technically qualified bidders for further evaluation and ranking before awarding the contract.

**7. Eligibility of the bidder:-**

The Bidder should be an authorized System Integrator or an authorized representative of a reputed suitable System Integrator, who has on an earlier occasion gathered the experience of upgrading and maintaining a creative and vibrant web portal with rich content and features for organizing geo-web services and has

- a minimum of 5 (five) years experience in providing services of a similar kind and should have served a Government Department/ organization before
- developed portals dealing with database driven dynamic content/ interactive content; and
- an IT team of at least 50 people positioned at suitable levels and having strong technical strength in latest IT tools and technologies.

**Documents to be attached**

- The authorized System Integrator or the authorized representative of a reputed System Integrator should have an annual financial turnover of Rupees 5.0 Crores (Rupees Five Crores) for the last three financial years each and be in increasing mode. **Copies of the balance sheets of last three financial years** duly certified by a Chartered Accountant shall be submitted in support of the requisite financial turnover.
- **Copy of Service Tax/VAT Registration Certificate**
- **A Declaration** that the authorized System Integrator or authorized representative of the reputed System Integrator has not been blacklisted by any of the Government departments/undertakings or PSUs during the current financial year or earlier. The Department has the right to terminate the contract (without any damages/liability) any time after award of the contract if the System Integrator is blacklisted by any Department of the Government of India during the tenure of contract, or found to be black listed earlier.

**8.** This RFP document consists of (i) instructions to the Bidders including special terms and conditions of the RFP; (ii) Technical Bid Form; (iii) Financial Bid Form (iv) Draft Contract Document Form etc.. Bidders are requested to go through the instructions to the Bidders, terms and conditions contained in the bid document and the Contract Form, which are indicative and subject to change.

**9.** Bids sent by Fax or e-mail will not be entertained. The Bid should be in a sealed cover super scribing “RFP for Upgradation and Maintenance of India Geo-portal.”

**10.** In case, the bids are bulky and do not fit into the tender box, the same should be received by hand by NSDI Officials namely Shri Sushil Kumar, Surveyor/ Shri Tapan Kumar Sarkar, Under Secretary, NSDI or any other NSDI officer present in NSDI office premises. The RFP register maintained in NSDI must be signed by the person who brings the RFP document mentioning the date and time of Bid document submission.

11. NSDI, DST reserves the right to amend or withdraw any of the terms and conditions contained in the RFP document or to reject any or all the RFPs as a whole or in part without

-:3:-

giving any notice or assigning any reason. Further, Addendum/ Corrigendum if any will be uploaded on to the websites of NSDI/ DST only. The decision of DST, in this regard, shall be final and binding on all.

**Note:**

**Last date of RFP Submission: 14<sup>th</sup> June, 2016 by 1500 hours**

**Opening of Technical bids: 14<sup>th</sup> June 2016 at 1600 hours**

**Opening of Financial Bids: (To be intimated later to tech. qualified bidder)**

**(T. K. Sarkar)**  
**Under Secretary to the Government of India**  
**National Spatial Data Infrastructure (NSDI),**  
**Department of Science and Technology**  
**Phone: 011- 26182973, 011-26177249**  
**Fax: 011- 26169135**

**CHAPTER I: GENERAL INSTRUCTIONS**

1. The Contract concluded as a result of this RFP inquiry shall be governed by the 'Terms & Conditions' and other relevant instructions as contained in this RFP Document and Contract Form.
2. The prices/rates quoted should be indicated in words as well as in figures and in INR only.
3. Bidders are requested to quote their prices only on firm & fixed basis. RFPs received with prices quoted on variable basis shall be rejected straightaway.
4. RFPs are invited in two bid system - Technical bid and Financial bid
5. RFP should be submitted in duplicate. Duplicate copy should contain the same set of documents as enclosed with the original tender.
6. Bids qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly.
7. **Bid Documents:** Bidders are requested to enclose a copy of their (i) **valid certificate of PAN No.** (ii) **Valid sales tax/service tax certificate and** (iii) **VAT registration number** (iv) **a copy each of balance sheet of last three financial years duly certified by Chartered Accountant and** (v) **a declaration.**
8. Bids received without **EMD** amount of Rs. 1,00,000/-(Rupees One Lakh only) by way of DD or Pay Order/Banker's Cheque/Bank Guarantee in the name of DDO, DST, New Delhi, will not be considered at all.
9. All documents attached with this invitation to RFPs are sacrosanct for considering any offer as a complete offer. Bidders are, therefore, requested to ensure that all documents **duly completed and signed** are returned with their offer, failing which, their tender is liable to be treated as incomplete and ignored.
10. The RFP documents can be obtained from Under Secretary (NSDI)/ Section Officer (NSDI)/ Surveyor (NSDI), R.K.Puram, New Delhi on any working day between 10.30 AM to 04:30 PM. before RFP closing time. RFP documents can also be downloaded from the NSDI's website [www.nsdindia.gov.in](http://www.nsdindia.gov.in) or Department website [www.dst.gov.in](http://www.dst.gov.in) and used for submitting the bids. All proposals received before the closing time, shall be read out publically at Khosla Hall, NSDI, R.K. Puram, New Delhi on a given date and time.
11. Bidders may note that if the date of RFP opening given in this RFP Document is declared a closed holiday by the Central Government, the RFP shall be opened on the next working day at the same timing. In such an event the closing hours for receipt of tenders in DST will stand automatically extended up to 14:30 hours of the next working day in the Central Government offices.

12. RFPs received late/ delayed due to any reason whatsoever will not be accepted under any circumstances. In the event of any confusion, the time set in the clock in the room of Under Secretary (NSDI) will be taken as standard and final. The RFP register must be signed by the authorized person who submits the RFP document mentioning date and time of submitting the document.
13. The authorized service integrator or authorized representative of reputed service integrators are at liberty to be present or authorize a representative to be present at the opening of the RFP at the time and date as specified in the Schedule. The name and address of the representative authorized to attend the opening of the RFP on behalf of a bidding firm should be indicated in the Technical Bid. The representative so deputed should also bring with him a letter of authority from the firm for having been authorized to be present at the time of opening of RFP. The name and address of permanent representative of the firm, if any, should also be indicated in the proposal. Representatives of firms who have not submitted the proposal or representatives not possessing authority letter from the participating companies and outsiders shall not be allowed to attend the RFP opening.
14. The **sealed RFP** should be dropped in the Tender Box of NSDI Division situated near/ at the entrance of **National Spatial Data Infrastructure, East Block 7, Level 5, Sector-1, R.K. Puram, New Delhi-110066**. In case the sealed envelope is larger than the mouth of the Tender Box, and cannot be dropped in the Tender Box, the same may be submitted by hand to Under Secretary, (NSDI) or Surveyor (NSDI) before the tender closing time.

**Period of validity of Bid:**

15. The bid shall remain valid for 60 days after the date of bid opening. If any bidder withdraws his proposal before the said period shall – without prejudice to any right or remedy, be at a liberty to get his EMD forfeited.

**16. Submission of Bids:**

- a) The **first envelope** shall be super scribed with the name of work and the words “RFP- Technical Bid” in capital letters. The first envelope shall be opened on the date of opening of RFP. The bidder should specifically provide full technical details of the service offered and also shall provide full details of deviation they intend to make from the technical specifications and contract terms detailed in the Bid. No price details shall be given in this envelope. Violation to this would result in invalidation of proposal. The **EMD** shall be enclosed with the envelope marked “**RFP- Technical Bid**” A check list for technical bid is given in the **Annexure II**.
- b) The **second envelope** shall be super scribed with the name of work and the words “**RFP- Price Bid**” “**(Financial)**” in capital letters. It shall contain full details of the price & commercial conditions. Any deviation from our standard conditions shall be specifically spelt out. Performa for financial is given in **Annexure III**.
- c) Any deviation of any sort e.g. Technical or financial terms and conditions shall be specifically indicated in the Technical & Financial Bids itself.
- d) Silence or use of the word” Noted” against any of the Bid conditions shall mean bidder agrees to comply with that / those conditions of Bid.

- e) All offers shall be made available in hard and soft copies as specified in the technical specifications and should be signed by the authorized signatory of the firm on all the pages of the hard copy.
- f) All prices and other information in this regard having a bearing on the price shall be written both in figures and words in the prescribed offer form.
- g) All columns of the bid form should be filled. Any additional information should be enclosed separately and referred to in the relevant column of the bid form. All relevant product literature must be enclosed with the bid.
- h) No bid may be modified subsequent to the deadline for submission.
- i) Bidders shall furnish clause by clause comment on all clauses of Bid Document including Technical specifications and must specify the reference page number.
- j) Any firm will not be allowed to participate in the bid, if the firm is having any pending issue/dispute in the office, like pending work, technical or financial issues etc.

#### **17. Opening of Bids:**

- a) The NSDI will open the Technical bids on prescheduled time, date and venue in the presence of the bidders' representatives who choose to attend.
- b) The bidders' representatives who will be present shall sign in the designated register evidencing their attendance, In the event of the specific bid opening being declared a holiday for the NSDI, the bid shall be opened at the same time and location on the next working day.
- c) The bidders' names, bid withdrawals, presence of bid security and such other details as the NSDI at his discretion may consider appropriate, will be announced at the bid opening.
- d) The firms who have submitted the bids and whose offers are found technically suitable shall be informed of the opening date of the second envelope i.e. "Price Bid (Financial Bid)".

#### **18. Clarification of Bids:**

To assist the examination, evaluation and comparison of bids, the NSDI with the help of consultant, if any, may at its discretion, ask the bidder for Clarification of its bid. The request for clarification and the response shall be in writing and no change in price or substance of the bid shall be sought, offered or permitted.

#### **19. Evaluation of proposals-Bids:**

- a) The NSDI will examine the bids to determine whether:
  - (i) They are complete
  - (ii) Required EMDs etc have been furnished,
  - (iii) The documents have been properly signed; and
  - (iv) Documents in support of experience.
- b) Evaluation of bids shall be done based on the information furnished by the bidder. The conformity of the bids to the technical specifications and commercial terms and conditions shall be examined. Responsiveness of the bid shall be determined based on the technical and financial capability of the bidder to execute the contract.



- c) The NSDI will examine the bids to determine:
- i) The correctness of the information furnished by the bidder in the bid. In case any information is found to be incorrect/false, the bid shall be considered as non-responsive.
  - ii) The substantial responsiveness of each bid to the bidding. For purposes of these clauses, a substantially responsive bid is one, which conforms to all technical specifications and terms and conditions of the bidding documents without material or commercial deviations.
  - iii) Arithmetic errors will be rectified on the following basis:

If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price with quantity. The unit price shall prevail and the total price shall be corrected unless it is a lower figure. If there is a discrepancy between words and figures, the amount which ever is lower will prevail.

- iv) NSDI may contact and verify bidder's information, references and data submitted in the bid without further reference to bidders.
- v) NSDI reserves the right to use and interpret the bids as it may, in its discretion, consider appropriate, when selecting bidders for granting of the letter of intent/Notification of Award of contract.
- vi) The NSDI in its discretion may waive off any minor infirmity or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such a waiving, does not prejudice or affect the relative ranking of any bidder.
- vii) The NSDI may seek clarification in writing from bidder by fax. Bidder shall promptly reply by fax within the time limit specified in the clarification letter from the NSDI.
- viii) The comparison shall be of total price of the services offered inclusive of all taxes.

**20. NSDI's right to accept or reject any or all bids:**

- a) The NSDI reserves the right to accept or reject any or all the bids and to annul the bidding process and reject all bids 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 NSDI's action.
- b) The acceptance of RFP will rest with NSDI who does not bind itself to accept the lowest bid and reserves the right to reject any or all the tenders received without the assignment of any reason. All the bids in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.

-:8:-

- c) The NSDI does not bind itself to accept the lowest or any RFP and the right of accepting the whole or any part of the proposals and bidder shall be bound to perform the same at the rate mentioned.
- d) Canvassing in connection with RFP is illegal & strictly prohibited and the tender submitted by the bidders, who resort to canvassing, will be rejected.

**21. Prices:**

Price charged by the bidder for any goods and services under the Contract shall not vary from the prices quoted by the Supplier in its bid.

**22. Termination by default:**

- a) The NSDI may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to Supplier, terminate the Contract in whole or part.
  - (i) If the Supplier fails to provide services/rectify the fault within the time period specified in the Contract or any extension thereof granted by the NSDI.
  - (ii) If the Supplier fails to perform any other obligation(s) under the Contract.
- b) In the event the NSDI terminates the Contract in whole or in part, the NSDI may procure, upon such terms and in such manner, as it deem appropriate, goods similar to those undelivered for any excess costs for such similar goods/services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

**23. Resolution of Disputes:**

- a) The NSDI and the Supplier shall make every effort to resolve amicably by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the Contract.
- b) If, after thirty (30) days from the commencement of such informal negotiations, the NSDI and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms. These mechanisms may include, but are not limited to, conciliation mediated by CEO (NSDI).

**24. Applicable Law:**

The Contract shall be interpreted in accordance with the laws of the Union of India & will be under the jurisdiction of Court in Delhi.

**25. Notice**

- a) Any notices given by one party to the other pursuant to the Contract shall be sent in writing or by Fax/telex/cable and confirmed in writing to the address specified for that purpose in the Special Conditions of Contract.
- b) A notice shall be effective when delivered or on the notice's effective date, whichever is later.

**26. Penalty for delay**

**In the event of failure of the supplier to complete the work within the stipulated time or the extended time allotted,** the NSDI has the right to impose penalty of 0.5% per week or part thereof the contract price not exceeding 10 % of the total contract price.

**Penalty for non-performance/delay during support and maintenance period: If the supplier fails to adhere to/ or delay the scope of contract during the support and maintenance period,** NSDI reserves the right to impose penalty at per day rate of contract(quarterly maintenance charge divided by 90) for the total period on non-performance/delay)

**27. Taxes and Duties**

Vender shall be entirely responsible for all taxes; duties license fees, etc, incurred until delivery of the contracted Goods & services to the NSDI. No tax or duty will be payable by the NSDI. If there is any enhanced in the taxes, duties, license fees etc, during the service period, the enhanced expenditure will be paid by the NSDI.

**28. Warranty and liability:**

- 1) The bidder will warrant that the website will be free of programming errors and defects in workmanship and materials and that it will be in full conformity with the specifications in the scope of work. Any shortcomings noticed or identified by the NSDI in this regard will make the bidder liable to penalties and bidder will be required to rectify the defects.
- 2) The bidder further warrants that it owns and has complete rights to license, convey and without any encumbrance the website and deliverables covered in the contract.
- 3) The bidder further warrants that it has obtained all required registrations, permissions and consents from all third parties necessary to deliver the website, background technology and deliverables.
- 4) The bidder expressly warrants that the website does not contain any protective feature designed to restrict or prevent its use by the NSDI's India Geoportal users, NSDI officials or any such agency authorized by NSDI to use it.
- 5) The bidder further warrants that the website or any associated portion of it does not contain any virus, worm, Trojan horse routines, or any other malicious codes or instructions that may be used to access, modify, damage or disable the web site or computer system including that of the customer and other users of the website.
- 6) The bidder warrants that all content forming part of the web site is provided from or obtained only from NSDI, R.K.Puram, New Delhi. The intellectual property rights of website will be the propriety of NSDI and cannot be used by anyone else without the permission of NSDI.

**29. Special Conditions pertaining to website:**

- i) The design consideration for the website should result in any eye-catching website, with a pleasant and appealing color-codes portraying activities of the NSDI.
- ii) The website should be optimized for load time, response time, navigation and search.
- iii) The optimization should cover all the areas like HTML, CSS, GRAPHICS, PDF and would involve smaller page size and faster downloads.
- iv) The website should be supported by all current browsers.
- v) The appropriate test data according to the various design consideration and will be presented to web administrator of this office, monthly in a suitable format.
- vi) Records of up-dation in web contents of the both ( English) and Hindi should be maintained to determine the performance of the site with respect to page load speed and these statistics will be stored and examined, on a monthly basis and analyzed.
- vii) Modification of Site Map as and when required.

**30. Payment**

The payment to the supplier under the Contract will be on quarterly basis on satisfactory performance of portal as par Government of India rules.

**31. Security Deposit:**

The successful bidder will have to furnish bank Guarantee of 10% of the total amount of Contract in favour of DDO (Cash), Department of Science and Technology, New Delhi towards security Deposit within 14 days from the date of acceptance of the RFP.

**32. Service Warranty**

The bidder should cover services provided including the quality of workmanship, under warranty.

**33. Notices**

For the Purposes of all notices, the following shall be the address of the NSDI and Supplier

**NSDI:**

National Spatial Data Infrastructure, Department of Science and Technology, Ministry of Science and Technology, East Block 7, Level 5, Sector-1, R.K.Puram, New Delhi-110066

**Supplier:**

(To be filled at the time of Contract Signature)

**Signatures of the Supplier\***

(Signature of the **Supplier** is mandatory without which the RFP is liable to be rejected)

Note: - Fax/Telex and incomplete offers will be rejected. The Office of National Spatial Data Infrastructure (NSDI) will have the right to accept or reject any or all bids received at their absolute discretion without assigning any reasons what so ever

## **CHAPTER II: TERMS OF REFERENCE**

### **1. Detailed Technical Specifications for Upgradation and Maintenance of India Geo-portal**

The following are the detailed technical specifications for upgradation and maintenance of the India Geo-portal:

#### **a) Regular maintenance and updation**

The India Geo Portal is a common gateway for searching, discovering and accessing geo-spatial data of NSDI Nodal Agencies through ISO/ OGC-compliant web services and associated metadata sets. NSDI Nodal Agencies include Data Providing Agencies of the Government like Survey of India, National Remote Sensing Centre; Geological Survey of India; Forest Survey of India; Census of India; Central Water Commission; Central Ground Water Board; Ministry of Statistics & Programme Implementation; Central Pollution Control Board etc. India Geo-portal is linked to the National Data Portal i.e. data.gov.in established as a part of the National Data Sharing & Accessibility Policy 2012. The Geo-portal is increasingly emerging as a decision making tool and thus is required to be up and accessible on 24x7 mode. As more and more geo-spatial data are being provided as data services are getting accessible on the web from the NSDI Nodal Agencies, regular maintenance and updation of the content of the Geo-portal assumes importance. With the Geo-portal getting used by the geo-spatial community as a source of data and technical documents relating to standardisation, harmonization, and reference materials; continuous upload, addition, and deletion of related artifacts, notifications, and minutes of meetings etc. are essential. The chosen System Integrator will hand hold the designated officials for off line and on line periodic archiving/incremental archiving of the content of India geo-portal. Tools like 'skip to main content', 'accessibility dropdown', 'site map' display, 'site search', 'social media' icons like twitter, facebook etc. should be included.

#### **b) Creation of OGC compliant web services and their fine tuning**

Dissemination of geospatial data as standardised geo-web services has been an important activity for the Geo-portal. With data sets streaming in and data services (WMS/ WFS) getting accessible from different Nodal Agencies, the selected System Integrator is expected to create geo web services directly from the data files or by putting the data sets/ services into relational databases (proprietary or open source products). Presently NSDI is equipped with Oracle Spatial and Web Logic Server (WLS) for storage and dissemination of geo-spatial data sets through provision of interoperable services. Products like Geo Web Publisher (GWP) and ERDAS APOLLO 2011 Professional are currently being used for data management and creation of web services. Several Nodal Agencies are working on Open Source software products for provision of data Services. Already published web services from the Nodal Agencies are required to be organized and rearranged for promoting their effective use in developing GIS applications.

#### **c) Development of Catalogue Service on Web (CS-W)**

India Geo-portal provides access to metadata pertaining to geospatial data on various themes produced by NSDI Nodal Agencies indicated above. These metadata sets are as per the NSDI Metadata version 2.0 standard specifications. The metadata sets are stored in Oracle Spatial 11g. A Metadata Search mechanism is available that supports querying based on administrative division, agency, keywords and spatial bounding box. There is a Metadata Manager available for managing information relating to agency, product details of metadata and tools for uploading the metadata by the Nodal Agencies.

The India Geo-portal presently does not have xml interface for upload and download of metadata. Interoperable Catalogue Service on Web (CS-W) based on OGC/ ISO standard specifications needs to be developed. The portal should permit automatic metadata harvesting by web crawlers as per a pre-defined schedule approved by NSDI.

It is essential that the portal is security cleared by STQC for cyber-security and is maintained so after each software/ tool deployment and preferably for GIGW compliance.

**d) Provision of 24x7 access by end-user community to Geo-portal's Tools and Functionalities**

India geo-portal has a series of tools and functionalities that end users access from time to time for data search, discovery and usage. As a part of this proposal, various tools and functionalities are required to be enhanced and served for the benefit of the end users. In the event of a particular tool or functionality not getting enhanced, the same should continue to remain functional after final development of the portal. If a tool or functionality is to be discarded, it should be done only after the approval of the NSDI.

**e) Provision of Required Manpower Support for keeping the Geo-portal live**

India Geo-portal is being developed as a critical infrastructure for decision support and should remain accessible in 24x 7 mode. It is essential that the Portal remains live with the support of qualified personnel. The Portal is now being maintained with the assistance of one Information Manager and one Data Entry Operator having requisite qualification and experience. One Programmer and a Web Developer are also available part-time to support the above full-time staff as and when required. The bidder should propose the dedicated manpower they wish to deploy on full-time or part-time basis while giving their qualification, experience, and suitability for the task for successful running of the portal.

**f) Upgrading the Metadata storage and search mechanism**

India Geo-portal provides storage and search mechanism for metadata of the spatial datasets available with the NSDI Nodal Agencies. Present mechanism of metadata organization permits search of metadata based on Survey of India quadrangle sheet numbers as against the required search and querying at the level of feature data from seamless geospatial data layers available with the Nodal Agencies. The selected System Integrator is expected to support NSDI in carrying out this change in metadata organization, querying and search mechanism.

**g) Supporting NSDI in experimenting with emerging concepts, tools and technologies through the Geo-portal Infrastructure**

Present thrust of NSDI has been on migration of its operations from the domain of 'data' to that of 'applications'. The Geo-portal should be increasingly used in decision support with the deployment of more and more analytical tools and models. Priority Areas for deployment of applications include Railways, Telecom, e-Governance, Urban Development, Oil & Natural Gas, Disaster Response, Watershed Management, Health, and Agriculture etc. Deployment of applications requires large scale use of Web Map Services, Web Feature Services, Catalogue Services on Web, Web Processing Services, chaining of various services for provision of value-added products from a cloud infrastructure. Successful deployment of applications will need their testing, validation, calibration, and demonstration to the end users in a collaborative mode amongst the developers, data & service-integrators, and application consumers. The selected

System Integrator is expected to support NSDI in carrying out these tasks so as to facilitate the above migration. Other areas of support from the bidder include identification and use of best practices in geo-portal management, designing system security policy, compliance with ISO 27001 specifications, and use of geo-enabled cloud infrastructure for collaborative work.

**h) On-the-job training**

The bidder will impart two type of training, one on core technologies to all technical staff of NSDI and the second conventional exposure type to the designated members of the nodal agencies of NSDI.

**2. Miscellaneous web-site maintenance related jobs/ features for the Geo Portal**

**(a) Functionality**

- Comply to all the requirements as stated in “Guidelines for Indian Govt. Websites”
- The website should be supported by popular web browsers and mobile devices.
- The content uploaded on the website will be completely isolated and will have restricted access. Only admin users with certain rights to add/edit/update the content would be able to manipulate the content they own.
- Website should have bilingual support – English and Hindi. NSDI will provide contents both in English and Hindi.
- Availability of pictures and animation on home page and on some internal pages if required.
- Full Text Searching.
- There should be a download section from where everything like documents, brochures, forms etc. can be downloaded.

**(b) Usability**

- Homepage should be attractive and well-constructed, so that it makes a good first impression to all who visit the web site.
- Key topic areas should be presented in order of importance and are easy to find.
- Homepage should clearly communicate the site's purpose, and show all major options available on the Web site.
- Easy access to the homepage should be provided from every page in the site.

**(c) Page Layout**

- All items should be appropriately aligned and layout consistent on all the related pages.
- Limit the amount of white space (areas without text, graphics, etc.) on pages that are used for scanning and searching.
- Style & colour scheme should be consistent across the site.
- Use a fluid layout that automatically adjusts the page size to monitor resolution settings that are 1024x768 pixels or higher.



**(d) Navigation**

- A Web site's navigation scheme and features should allow users to find and access information effectively and efficiently.
- Navigation tabs should be located at the top of the page, and should look like clickable versions of the real-world tabs.
- The navigation elements should be clearly differentiated from each another and should be placed in a consistent way so that it can be easily located on each page.
- Site maps should be available with all the links of pages exists on the website and link for the site map should be clearly visible on the homepage.

**(e) Scrolling & Paging**

- The horizontal scroll bar should be strictly eliminated during the page design.
- Appropriate page layout should be designed to eliminate the need for users to scroll vertically on part of the page.

**(f) Heading, Titles & Labels**

- Headings should be used in their appropriate HTML order and heading levels should not be skipped.
- All pages should have category labels including links and clearly reflect the information contained within the category.

**(g) Accessibility**

- Compliance with "Guidelines for Indian Government Websites" and Web content Accessibility Guidelines (WCAG 2.0) for minimum level 'A'.

**(h) Security Features**

The website should have the following security features:

- Compliance with Guidelines for Government of India Websites ( including security audit)
- Enabling authentication for up-loaders with secured protocol.
- Enabling authentication for approvers/publishers/super administrators with Digital certificates installed on the browsers of web administrators
- Free from OWASP Top 10, Vulnerabilities
- Password policy to be implemented for the administrator.
- Captcha to be implemented to prevent password cracking tools.
- Session time out will be implemented.
- Secure mechanism of changing the password in lost/forgotten scenario.
- Audit trail should be enabled on the website, so that the administrator can see the successful and unsuccessful logon, with time, IP attempts on the website.

- Website should be able to generate mail Alert and also historical report in the security report viewable to the administrator containing the Time, IP address of attackers, the page under attack, the parameter under attack with the attack values.
- There should be a provision of blocking of any IP or Network by assigning IP Address range from accessing the pages of admin module of the website; also the main website. So that identified attackers can be blocked.
- The admin module, uploader module should be in separate folder so that HTTPS can be configured on the functionality that requires login action to be done.

**(I) Review and Acceptance testing**

- The website development work will be reviewed during its development. NSDI will participate during reviews of design and implementation.
- NSDI shall carry out the acceptance testing w.r.t to scope of the work.
- All defects found during review, compliance testing and security testing shall be fixed to the satisfaction of NSDI.

**(j) Deliverables**

- Documentation covering User Interface Design, SRS and technical Design Report (TDR) of planned website (signoff of design document will result into coding phase).
- Newly developed NSDI website (as per requirements stated above) along with source code.
- User manual for administration and management of website
- Test Report w.r.t. the Functionality, Compliance to WCAG 2.0 Level A, Security.

**(k) Additional requirements:**

- Group authorization to all divisions/users for uploading content through secured network by authorized users/nodal officials
- SMS integration with group mail ids. This module will help website team in sending SMS to staff members/visitors on 24 X 7 basis for Close User Group (CUG).
- All Pdf files to be in Acrobat version 9 or above. To make site accessible on all platforms like all browsers (internet explorer, Mozilla Firefox, Google Chrome etc.), mobile phones, disabled specific devices.
- To get Safe to host, Certificate from cert-in empanelled auditor. NIC data centre requires security audit clearance certificate before hosting website in data centre. The new website to be security audited by Cert-in empanelled auditor and all the vulnerabilities will be fixed. Upon completion, security clearance certificate of cert in empanelled auditor will be submitted.
- The vendor/agency will train at least 5 technical personnel in the NSDI in respect of operation training of CMS and program changes, if required to be done in CMS. All layout design must be CMS based only and content transfer to be part of the scope of the agency.

**CHAPTER III: TECHNICAL BID**

**Technical proposal from the Bidder:** That includes the details of activities that Bidder proposes to carry out in terms of TOR.

**Form 3A.**  
**Technical Proposal Submission Form**

(Location)

Date

To:  
The CEO  
National Spatial Data Infrastructure  
East Block 7, Level 5,  
Sector 1, R.K.Puram,  
New Delhi

Dear Sir

We, the undersigned, offer to provide the upgradation and maintenance of India Geoportal in accordance with your Request for Proposal dated [*Insert Date*] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope<sup>1</sup>.

1. We are submitting our Proposal in association with: [*Insert a list with full name and address of each associated Bidder*]
2. We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.
4. If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in RFP, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.
5. We undertake, if our Proposal is accepted, to initiate the services related to the assignment not later than the date indicated in Paragraph Reference 7.2 of the Data Sheet.
6. We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature [*In full and initials*]:

Name and Title of Signatory: .

Name of Firm:

Address

**CHAPTER IV: FINANCIAL BID**

**Detailed Financial Details and the Commercial Conditions for Upgradation and Maintenance of India Geo-portal**

**FORM 4A**  
**FINANCIAL PROPOSAL SUBMISSION FORM**

*Date]*

Location

To:  
The CEO  
National Spatial Data Infrastructure  
East Block 7, Level 5,  
R.K.Puram, New Delhi

Dear Sir,

We, the undersigned, offer to provide the upgradation and maintenance services for development of India geo portal *services* in accordance with your Request for Proposal dated[*Date*] and our Proposal (Technical and Financial Proposals). Our attached Financial Proposal is for the sum of [*Amount in words and figures*]. This amount is exclusive of the taxes, which we have estimated at [*Amount(s) in words and figures*].

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e., [*....Date*].

We understand you are not bound to accept any Proposal you receive. We

remain,

Yours sincerely,

Authorized Signature:  
Name and Title of Signatory: Name of  
Firm:  
Address:

-:19:-

**FORM 4B.**

**SUMMARY OF COSTS**

<b>Costs</b>	<b>Details</b>	<b>Amount</b>
	<b>Subtotal</b>	

Local Taxes: such as VAT, Service Tax

**Total Amount of Financial Proposal =**

NOTE :- (i) No cost will be borne by NSDI in case a job is repeated or rejected or , if a job is repeated, it will be done at the own cost of the bidders.

(ii) The above cost figure will not be subject to any escalation and the price shall remain valid for a period of twelve months.

(iii) Financial bids are to be given in separate sealed covers.

Signature & Name of the System Integrator

Date:

Name of the firm with seal