

**Assam State Disaster Management Authority
Assam Secretariat Complex,
Dispur, Guwahati**



TENDER DOCUMENT

For

**Supply and Installation of Computer Aided Disaster
Management Response System at the State Emergency Operation
Centre, Assam Secretariat, Dispur, with onsite warranty for 3-
(three) years**

**COST OF TENDER DOCUMENT RS. 1,000/- (NON REFUNDABLE &
NON TRANSFERABLE)**

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1. NOTICE INVITING TENDER (NIT)

The Chief Executive Officer, Assam State Disaster Management Authority invites sealed Technical & Financial Bids from Original Equipment Manufacturers (OEM) or Authorized Dealers for supply, installation, testing and commissioning of Computer Added Response System for the office of Assam State Disaster Management Authority (ASDMA), Dispur, Guwahati-781006.

Tender documents shall be available from the office of Assam State Disaster Management Authority (ASDMA), Secretariat Complex, Assam Secretariat, Dispur, Guwahati-781006 on payment of non-refundable fee of INR 1,000/- (INR One Thousand only) by Demand Draft in favour of "CEO, Assam State Disaster Management Authority" payable at Guwahati .

Complete tender documents are also available on ASDMA's website, as noted below:
<http://www.asdma.gov.in>

The documents downloaded by the parties from the website shall be valid for participation in the tender process. Those making use of the tender documents down loaded from the website shall have to pay the fee of the document i.e. Rs. 1,000/- (Rupees One Thousand only) in the form of a demand draft along with the tenders. Tenders received without the requisite fee shall be considered as invalid ab-initio.

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Last date for seeking clarification, if any: 7 (Seven) days prior to the scheduled date of opening. Bidders are advised to check the ASDMA website regularly for amendments, if any.

1.1 ELIGIBILITY CRITERIA

1. The bidder should be either Original Equipment Manufacturer (OEM) or Authorized Dealer.(Please submit manufacturer's authorization letter on the OEM's letter head duly signed by authorized signatory).
2. Average Annual Financial Turnover during the last 3 years, ending 31st March 2017, should be Rs 50 Lakh. Please submit Annual Report (Balance Sheet and Profit & Loss Account) for the last three financial years. The same should be certified by concern CA firm separately for the last 3-(three) financial years.
3. Bidder should have experience of having successfully completed similar supplies during the last 2 financial years ending 31st March, 2017. (Please submit attested copies of supply order/completion certificate)
4. The Bidder should not have been barred by any PSU/Govt. Dept. in doing business with them. (Please submit self-declaration).
5. The Bidder is required to quote for all the items in the Lot that he is bidding for. Partial quote will be rejected.
6. Bidder should have updated valid CST/GST Registration certificate (as applicable).

Signature

7. Bidder is required to provide a Buy Back Offer in the bid proposal. Please refer to Clause at **Buy Back Offer at (3.11).**

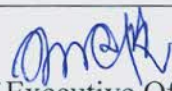
Note: Bidder must provide the scan copy of necessary supporting documents as proof in respect of the eligibility criteria mentioned above.

Interested and eligible Bidders are required to submit the necessary documents related to Eligibility Criteria, Technical and Financial Bids in 3 (three) separate sealed envelopes. The documents of Eligibility Criteria should be accompanied by Tender Fees & EMD as specified in this Bid Document by the prospective Bidder in the first envelope. The detailed Technical bid documents will have to be furnished in a second envelope. The Financial Bid along with the detailed terms and conditions will have to be furnished in the third sealed envelope. The required documents related to Eligibility Criteria, Technical and Financial Bids together should be put in a separate forth envelope and must be delivered to the Office of Assam State Disaster Management Authority, Secretariat Complex, Janata Bhawan, Dispur-6 on the date specified below.

The envelope containing the Eligibility Criteria & Technical Bid will be opened on the specified date and time in presence of Bidders or their authorized representatives who choose to attend. In the event of the date specified for bid receipt and opening being declared as a holiday, the due date for submission and opening of bids will be the following working day at the appointed times.

The summary of various activities with regard to this invitation of bids are listed in the table below:

Sl. No	BID REFERENCE	DATE & TIME
a.	Date of commencement of issue of Bid documents.	12.12.2017
b.	Pre-bid meeting & submission of queries/ request for clarification	27.12.2017 (11.am at ASDMA)
c.	Last date and time for purchase of Tender Documents	04.01.2018 (3.00 pm)
d.	Last date and time for submission of bids	04.01.2018 (4.00 pm)
d.	Date & Time of opening of the document related to eligibility criteria	Will be intimated to the bidders by the purchaser
e.	Date & Time for opening of Technical Bid	Will be notified later
f.	Date & Time for opening of Financial Bid	
g.	Place of issue of Bid document; Bid submission and opening of Technical & Financial Bids	Office of the Assam State Disaster Management Authority, Opposite to State Bank of India, Secretariat Branch, Janata Bhawan, Dispur-06
h.	EMD	0.20 Lakh


 Chief Executive Officer,
 Assam State Disaster Management Authority
 Dispur, Guwahati.



SECTION -2

2. Description of Computer Aided Disaster Management Response System and Scope of Work

The Assam State Disaster Management Authority' intend to implement a '**Computer Aided Disaster Management Response System (CADMR)** that would perform the function of providing disaster response and communication capabilities from the State Emergency Operation Centre (SEOC) for citizens to call and share information in case of an emergency situation through Disaster Management Toll Free Service.

The proposed Computer Aided DM Response System is to be based on a dedicated ISDN PRI Line connectivity and is envisaged to be created on BSNL ISDN PRI Line infrastructure provided and available at the Chief Minister's Block of Assam Secretariat, Dispur. In this regard, the Information Technology Cell of Chief Minister Office has recently been provided with a dedicated ISDN PRI Line connectivity of BSNL by the BSNL for the operationalization of the Special Cell known as CM's Woman and Child Welfare Cell at the ground Floor of the CM Block.

The proposed Computer Aided DM Response System to be established in SEOC is located at the ground floor of the CM's Block which is adjacent to the CM's Woman and Child Welfare Cell where the aforesaid BSNL ISDN PRI Line connectivity has been provided. The availability of the ISDN PRI Line connectivity facilities provided by BSNL at the CM's Block is envisaged to provide the backbone connectivity for the proposed Computer Aided DM Response System in the SEOC. In this regard, necessary consent from the concern department in CM's Office has been drawn for availability of the BSNL facilities for extension from the CM's IT Cell upto the SEOC situated at the same ground floor of the CM's Block.

2.1. a Computer Aided Disaster Management Response System Overview

With the increasing in the quantum of disasters day by day there is an exponential increase in incoming calls to the EOCs thereby creating call constraints due to the limited capacity of the DM Toll Free Services 1070/1079. Henceforth, creating instances of distressed calls of being unattended/unanswered or unavailability of the DM Toll Free Services. Besides this, the limited scope of dissemination of group SMS alert messages/ DM Content information in the existing facility which incurs inadequate confirmation of message recipients, considering these, ASDMA has embarked upon a CADMR System that will help to enhance the existing responding capacity of the SEOC from manual centric approach to an Automatic Computer Aided approach through adoption of a Computer Aided DM Response System to provide and capacitate the SEOC in a manifold manner for better response.

2.1. b Objectives of the Computer Aided Disaster Management Response System

- To provide the citizens an uninterrupted 24x7 access to the State Emergency Operation Centre (SEOC) through multi-channel dialling of 1070/1079 Disaster Management Toll Free Service facility for sharing of information.
- To minimize the response time of the State towards any disasters under situation requiring immediate State intervention through quick and efficient transmission of alert information/ group/bulk SMS messages to responding agencies from the SEOC .
- To capacitate the SEOC to aware callers on disaster management through dissemination of disaster management capsule information through IVRS.

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