



# Government of Tamil Nadu

**NOTICE INVITING**

**EXPRESSION OF INTEREST (EOI)**

**FOR**

**EMPANELMENT OF  
Mine Surveying Agencies (MSA)**

**FOR**

**CARRYING OUT  
GEOFENCING/  
DGPS – Total Station Survey Work(S)**

**Department of Geology & Mining, Government of Tamil Nadu**

Thiru. Vi. Ka. Industrial Estate,  
Alandur Road, Guindy,  
Chennai – 600 032  
Ph: 044-22501158, e-mail: geomine@nic.in

**(Ref. No. 2921 /MM4 /2017 dated 28.10.2022)**

**Last date for submission of the Bid: 30.11.2022 15.00 hrs.**

## **1. Background**

Department of Geology and Mining (CGM) is mainly concerned with development and regulation of mines and quarries in the State of Tamil Nadu to the extent provided in the Mines and Minerals (Development & Regulation) Act and Rules made there under, including issues concerning regulation and development of minerals in the State and matters connected therewith or included thereto. Tamil Nadu is one among the ten mineral rich States in the Union of India. The mineral administration in the State includes promotion of mineral production and conservation with zero waste mining as well as regulation of mineral production and trade.

## **2. Intent of Inviting Applications**

Department of Geology and Mining, Tamil Nadu invites sealed application in attached format from organization/ agency for Empanelment of Agencies for DGPS-Total Station Survey/Geofencing of mines and quarries.

- a) Mining Lease map / Prospecting License map showing the area/areas with details on a cadastral map with the Khasra numbers / Survey Nos. for mining lease / prospecting license, granted by the state governments under Act and Rules made there-under, a basic requirement which is to be enclosed along with the Mining Plan / Scheme of Mining / Progressive Mine Closure Plan and Scheme of Prospecting, as per the Indian Bureau of Mines Circular No 2/2010, dated 06.04.2010.
- b) Preparation of Mining / Quarrying lease maps (GIS based) of Existing major and minor mineral leases incorporating DGPS coordinates Geofencing on cadastral map with the Khasra numbers / Survey Nos at the cost of lessees on request.

This Request for Expression of Interest (EOI), is issued by the Department of Geology & Mining, to short-list potential bidders. Decision of the Commissioner of Geology and Mining with regard to the short-listing of bidders through this EOI shall be final. The Commissioner of Geology and Mining shall reserve the right to reject any or all the responses without assigning any reason. Based on the financial bids submitted by the bidders the rates for survey will be finalized.

## **3. Validity of Empaneled Agency**

The empanelment shall be valid for three years and after that renewal may be considered on the basis of performance.

#### **4. Documents Constituting the Bid**

The bid prepared by the Bidder shall comprise the following components. The bids not conforming to the requirements shall be summarily rejected.

##### **a. Technical Bid**

Technical Bid will comprise Cover Letter, Bid Application Sheet, Performance Statement, Details of Similar Projects Done, Project Team Details, Implementation Schedule, Power of Attorney and Undertaking. Please note that no price schedule should be indicated in the Technical Bid and shall only be quoted in the Financial Bid.

##### **b. Financial Bid**

Financial Bid will comprise Covering Letter and Price Schedule for the DGPS survey. Covering Letter, Price Schedule should be completed in accordance with the following.

<b>Sl. No.</b>	<b>Area of mine / quarry in Hectare</b>	<b>Cost of DGPS survey involved (in Rs.)</b>
1.	<1 Hectare	
2.	<5 Hectares	
3.	<10 Hectares	
4.	<25 Hectares	
5.	<50 Hectares	
<b>Total</b>		

#### **5. Scope of Work.**

Scope of work includes:-

- i. "Empanelment of Agencies for DGPS-Total Station Survey and Demarcation in the State of Tamil Nadu"
- ii. Acquisition of certified copies Khashra / Survey and Village Maps will be responsibilities of Empanelled Agencies.
- iii. Acquisition of GCP Points and RL from Survey of India will be the sole responsibility of the Empanelled Agencies.
- iv. Acquisition of Satellite Imageries and any other data required will be the sole responsibility of the Empanelled Agencies.
- v. The Empanelled survey agencies shall be responsible for the accuracy of the data collected during Survey.
- vi. Co ordinates- of the Boundary Pillars shall be established in the World Geodetic System, 1984 (WGS 84) datum.

- vii. Reports of this work have to be submitted in hard as well soft copy in desired format of CGM duly signed by agency and lease holder/applicant. Submission of reports will be responsibility of agency and lease holder/ applicant both.
- viii. First draft copy of the report shall be submitted to CGM, then after approval of the Draft copy final report shall be submitted in four copies with all text, maps, all enclosures and calculation sheet.
- ix. After approval of the draft report, the survey agency shall also submit the final digital Raster and Vector maps prepared in GIS environment along with soft copy of the report in DVD to CGM.
- x. The copy right of this report will be solely of CGM. No part of the report can be used in any format without proper & prior permission of the CGM.
- xi. After completion of DGPS Total Station Survey and Demarcation, RCC Permanent boundary pillars on ground in the following manner will have to be fixed by the survey agency or lessee / company / applicant as the case may be at the cost of the lessee.
  - a) Each Boundary Pillar (Corner Pillar) shall be surveyed using DGPS at least 2 hour observation for its ground position.
  - b) All intermediate pillars between boundary pillars shall be surveyed using DGPS at least 20 min observation for its ground position.
  - c) The minimum distance between two successive pillars should not be more than 50 meters.
  - d) The Pillar shall be square pyramid frustum shaped above the surface and cuboid shaped below the surface. Each pillar shall be of Reinforced Cement Concrete (RCC). The corner pillar shall have a base of 0.30m X 0.30m and height of 1.30m of which 0.70m shall be above ground level 0.60m below the ground.
  - e) The intermediate pillars shall have a base of 0.25m X 0.25m and height of 1.00m of which 0.70m shall be above the ground level and 0.30m below the ground level.
  - f) All the pillars shall be painted in yellow colour and the top ten centimetres in red colour by enamel paint and shall be grouted with the cement concrete.
  - g) The tip of all the corner boundary pillars shall be a square of 15 centimetres on which a permanent circle of 10 centimetres diameter shall be drawn by point engraved and the actual boundary points shall be intersection of two diameters drawn at 90°.

- h) Distance and bearing to the forward and backward pillars and latitudes and longitude shall be marked on the pillars.
- xii. Department of Geology and Mining reserves the right to modify the scope of work as per the requirement of the Government of India/ Indian Bureau of Mines/State Government.

**Other Responsibilities of the Selected Applicant:**

i.	The project work will be under the supervision and control of CGM, Tamil Nadu
ii.	The selected firm/firms will identify and nominate the representative(s) of their respective organization in carrying out the project successfully who will act as the Project Leader from the firm's side.
iii.	The firm/firms shall be responsible for any modification and the related costs if the output product does not (a) comply with the specification as per its proposal or (b) rejected by CGM, Tamil Nadu. Such modification work shall not exceed three weeks from the date of notification and shall adhere to the time schedule specified in the award or as may be mutually agreed upon.
iv.	The firm/firms shall not reveal, give or sale the output/project information to any other party except than CGM, Tamil Nadu. The cost of such modification/modifications will be borne by the firm/firms.
v.	The firm/firms shall make available softcopies of all output/data base to CGM, Tamil Nadu.
vi.	The firm shall/may be required to do all such things as shall be necessary to supply all the technical data and information and technical assistance in respect of the project before its implementation at the request of CGM, Tamil Nadu.

**Proprietary Rights:**

i.	The survey output will be proprietary rights of CGM, Tamil Nadu.
ii.	The firm/firms will keep the documents which contain or related to the development results for reference until such documents are delivered to CGM, Tamil Nadu and shall promptly provide CGM, Tamil Nadu with replacements thereof in case of loss or damage thereto. The firm/firms assume(s) liability for damages which are caused by the service/project before the same are handed over to CGM, Tamil Nadu.
iii.	CGM, Tamil Nadu represents and warrants that it has sufficient power, right and authority to enter into agreement and undertake the obligations set forth in the agreement.

**Technology Transfer**

- i. The firm/firms shall transfer the technology from the very beginning of starting of work till completion.

## **6. Applicants Information**

(To be submitted in Applicant's letter head)

1. Name of the Applicant
2. Name of the firm
3. Address of the Firm with e-mail, mobile details:
4. Registration & incorporation particulars of the firm (with certified Copies):
5. Principal place of business
6. GST Registration Details (with Certified Copies)
7. Name, address and contact nos. of Directors and Principal office
8. Power of attorney for the authorized signatory for submission of bid.
9. Name of the contact person :  
Designation :  
Address :  
Telephone :  
Fax :  
Email :
10. Bank details for RTGS/NEFT.

I/ We hereby declare that the information furnished above is true and correct.

Place:

Date:

Signature & Seal of the Applicant

## **7. Financial Details of the Company**

Particulars	FY 2019-20	FY 2020-21	FY 2021-22
Revenue (INR In Lakhs)			
Profit Before Tax			
Supporting Document	a) Auditor Certified financial statements for the last three financial years 2019-20, 2020-21, and 2021-22. b) Unaudited financial statements certified by the Company auditor for the latest year (2021- 22) (in case the auditor certified statement for 2021-22 is not available).		

## **8. Experience of Applicant in Survey and Demarcation work with DGPS and Total Station**

For being considered, the Agencies shall meet the following minimum qualification criteria:

- a) The applicant shall be a Legal entity / Registered firm / Proprietary firm under the Companies Act/ Partnership Act/ Registration Act.

b) Experience :

Experience/ Criteria	Applicants' Experience
a) During the last 5 years, the applicant should have successfully completed at-least 5 projects/works of DGPS – Total Station Survey and Demarcation. Out of which a minimum of 2 projects should have been involved in handling and preparing cadastral survey maps	
b) Applicant shall submit soft copy of work order and completion certificate	
c) Total Cost of the DGPS/Total Station survey projects/works completed in last 5 years shall not be less than Rs.50 lakhs.	
d) Applicant should submit a list of completed submitted DGPS-Total Station Survey and Demarcation report.	
e) Applicant should submit the procedure/methodology and technology used for DGPS-Total Station Survey and Demarcation works completed for mineral sectors.	

**Supporting Documents:**

The above information must be supported by essential documentary evidences including work orders and completion certificates duly certified by the assignee.

**9. Technical Resources of the Applicant.**

1. Applicant shall own at least 4 DGPS and 4 Total Station instruments.
2. Applicant shall submit list of DGPS and Total Station owned by the Company/Agencies along with invoice or any other proof for the same.
3. Applicant shall have in-house team of technical staffs i.e. 5 Surveyors having qualification of B.E. Civil Engineering / Diploma in Civil Engineering / ITI Surveyor with minimum ten years of experience in Topographic Survey using DGPS and Total Station and Supporting Manpower to carry out DGPS – Total Station Survey and demarcation Work.
4. Applicant shall submit details of software used by Company for DGPS and Total Station Survey and Demarcation.
5. Output of DGPS data/Total Station Data shall be compatible to all the GIS software's in useable entire formats.

6. The agency shall have equipment for Remote Sensing and GIS software with printer, scanner and all the other related equipment and software with well-established workshop for map and report preparation.
7. Applicant shall submit the Curriculum Vitae of surveyors and other key human resource engaged by the Company/Agencies/Individual.
8. The applicant shall have an average annual turnover of more than Rs. 20 Lakhs during the last three financial years i.e. 2019-20, 2020-21 and 2021- 22

## **10. General Terms and Condition**

1. Applicant will be requested to give presentation of their work, procedure and experiences of performing DGPS-Total Station Survey and Demarcation of Mineral Block before Technical Committee on informed date.
2. The date of Technical presentation will be informed later.
3. The Commissioner of Geology and Mining will fix the ceiling for the cost to be charged to the client / lessee for survey and mapping works based on type of survey points and extent of the project area and the same shall be revised once in three years.
4. **Agency should submit cost of survey works in a sealed cover and reporting per hectare.**
5. The empanelment will be valid for three years from the date of deposit of security money as mentioned below:

The selected firm will be required to deposit an amount of **Rs.1,00,000/ (Rupees one lakh only)** in the form of Bank Guarantee issued by any Nationalized bank in favour of the Commissioner, Department of Mines & Geology, Government of Tamil Nadu, Chennai – 32. This will be an interest free refundable deposit. In case of deviation of agreed terms & conditions, the security deposit will be forfeited. In case the firm/firms want(s) to withdraw themselves from the Empanelment list, the security deposit may be refunded to the firm/firms after deducting receivables of CGM, Tamil Nadu if any. Security deposit shall be refunded on expiry of validity period unless renewed by CGM, Tamil Nadu. In case work order is issued and the firm/Agency does not complete the work, the Security deposit shall be forfeited, provided situation on work site is proved to be beyond the control of the agency/firm and same is acceptable by the competent authority then this condition shall be waived. CGM, Tamil Nadu will evolve a rate contract through invitation of offers from empanelled vendors. Work shall be distributed to vendors/among vendors depending upon their capabilities and urgency of the Department. The decision of CGM, Tamil Nadu in this regard shall be final. However, for execution of any complex project, CGM, Tamil Nadu will select and invite firms from the



empanelment list based on their suitability and capability matching the scope of the same project to participate in the tender for the project. The techno-commercial bids of the selected empanelled firms will be evaluated by the technical as well purchase committee of CGM, Tamil Nadu. The L1 price offered by the firms through tender process shall be allotted the work to be executed. CGM, Tamil Nadu, reserves the right to execute the work through any other firm/firms of its choice. All disputes shall be settled within the territorial Jurisdiction of the Hon'ble High Court of Madras, Chennai only.

## **11. Registration Fee.**

A non-refundable registration fee of Rs. 10,000/- to be paid either in Bank Demand Draft/ Pay Order in favour of the Commissioner, Department of Geology and Mining, Government of Tamil Nadu, Payable at Chennai, along with the duly filled application.

## **12. Information to be Submitted by Applicants**

Applicants are required to submit following details and documentary evidence towards fulfillment of pre – qualification criteria:

- i) Application document Fee of Rs. 10,000/- in the form of Demand Draft/Pay order.
- ii) Details required in Clause 5, Clause 6, Clause 7 and Clause 8 in agencies/companies letter head along with signature of the applicant.
- iii) Letter of undertaking in format as at Annexure – I.
- iv) Integrity Pact duly signed by the applicant.
- v) Financial bid cover – Sealed cover.

All the above prescribed documents duly signed by authorized signatory with official seal shall be kept in an envelope and super – scribed as “**EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF AGENCIES FOR CARRYING OUT DGPS – Total Station Survey Work(S)**” and addressed to:

The Commissioner,  
Department of Geology and Mining,  
Thiru.Vi.Ka. Industrial Estate,  
Chennai, Tamil Nadu- 600 032  
Ph: 044-22501158, e-mail: geomine@nic.in

Last date for submission of the Bid in complete is ( 30.11.2022 15.00 Hrs.)

## **13. Instruction to Applicants**

- i. The applicant shall apply for all categories of works as per the scope of work.
- ii. CGM reserves the rights to curtail or modify any items indicated against Scope of work and Qualification criteria of the EoI notice during the tender enquiry.

- iii. No Joint venture or Consortium of firms shall be allowed and the Applicants should meet the above criteria by themselves.
- iv. The past experience in similar works should be supported by certificates or equivalent. In case the work experience of other than Govt. / Semi Govt. / PSUs, the completion certificate shall be supported with copies of Work order issued by owner for the work executed duly certified.
- v. All the applications received, will be evaluated on the basis of information and documents provided by the agency. In case the agency is not found suitable, its bids shall not be considered.
- vi. All information called for in the enclosed forms should be furnished against the relevant columns. If information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "NIL" or "NO SUCH CASE" entry should be made in that column. If any particulars / query are not applicable in case of the applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in rejection of application.
- vii. The applicant should sign and stamp each page of the application. Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting.
- viii. The applicant may furnish any additional information which (s)he thinks is necessary to establish her/his capabilities to successfully complete the works. The applicants are however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification documents unless it is called for by CGM.

#### **14. Decision Making Authority**

CGM reserves the right to modify the eligibility criteria, to decide on cut-off date of implementation, to accept or reject any application, to annul the PRE-QUALIFICATION process, to reject all applications or accept new applications at any time, without assigning any reason or incurring any liability to the applicants. This empanelment shall not be binding on CGM for any liability till the award of contract

## **15. Time Lines**

<b>Event Description</b>	<b>Date</b>	<b>Time</b>
Pre- EoI Meeting	7.11.2022	3.00 pm
Submission of application	30.11.2022	3.00 pm
Opening of applications	01.12.2022	3.00 pm
Opening of Financial Bids	09.12.2022	12.15 pm

## **16. Pre-EoI Meeting**

A Meeting will be scheduled to clarify the queries of applicants on (07.11.2022) at (15.00 Hours) at Commissionerate of Geology and Mining, Industrial Estate, Guindy, Chennai - 32. However, meeting will be only for clarifications and no change/deviation in EoI will be permitted.

## **17. Signing Authority**

A person signing the bid or any documents forming part thereof on behalf of the applicants shall be deemed to warrant that he has the requisite authority to sign such document. A Copy of Power of Attorney for the authorized signatory for signing of bid shall be submitted along with bid. If, subsequently it is revealed that the person so signing has no authority to do so, CGM may, without prejudice to any other civil and criminal remedies, cancel the empanelment and hold the signatory liable for all costs and damages.

## **18. Validity**

The applications submitted shall be valid for minimum of 180 (one hundred and eighty) days from the date of opening. Applications with inadequate details or validity will be rejected.

## **19. Confidentiality**

All the information, in any form, provided by the Lessee / Company to the Agency and vice-versa shall be kept "Strictly Confidential".

## **20. High Level Monitoring Committee**

A high level monitoring committee will be constituted with following officio members to randomly check the quality / accuracy of the DGPS and Total Station survey work.

1. Assistant Director, Survey Department of the concerned District.

2. Joint Director / Deputy Director /Assistant Director /Assistant Geologist of Commissionerate of Geology and Mining.
3. Representative from Geological Survey of India, Chennai

The High Level Monitoring Committee shall check atleast 10% of the work completed by the agencies in the respective district once in three months and submit their report to Commissioner of Geology and Mining and shortcomings, if any found, the said empaneled agencies will be removed from empanelled list and the security deposit will be forfeited to the Government. The decision of Commissioner of Geology and Mining will be final.

## **21. Penalty**

- a. If any incorrectness / inaccuracy in surveying or transgression through violation of conditions set out in this notification is reported by the High Level Monitoring Committee or if the empanelled agency / agencies reported to have failed to deliver the objective, then the Commissioner of Geology and Mining shall take following penal actions against such agency / agencies.
  1. The empanelled agency / agencies reported to have committed any incorrectness / inaccuracy in surveying or transgression through violation of conditions set out in this notification shall be removed from the empanelment immediately and the Security Deposit / Bank Guarantee shall be forfeited to Government account.
  2. The empanelled agency / agencies The Commissioner of Geology and Mining may send recommendation to State / Central Governments to blacklist such agency / agencies for any survey works in the State/Country in future.
- b. (1). The empanelled agency / agencies after undertaking the survey work shall communicate the time schedule as may be mutually agreed by the agency and its client/lessee for commencement of survey work and submission of report to the Commissioner of Geology and Mining and its client/lessee separately for each case.
 

(2). Where an empanelled agency is unable to commence the survey work or submit the report within the time schedule mutually agreed upon for the reasons beyond its control, the authorized person of such agency shall submit in writing to the Commissioner of geology and Mining with a copy marked to his client explaining the reasons for the same within ten days from the proposed date of commencement of survey work or proposed

date of submission of report as the case may be and also shall submit the revised schedule for acceptance.

(3). Where an empanelled agency has failed to submit in writing the reason for non-commencement of survey work or non-submission of report and the revised schedule within the time stipulated above, the Commissioner of geology and Mining may take actions specified under para 21(a) above.

(4). The Commissioner of Geology and Mining shall, after examining the genuineness of the reasons for the non-commencement of survey work or non-submission of report within committed time, may either accept the revised schedule or reject the same and take actions specified under para 21(a) above.

- c. The empanelled agency shall charge its client / lessee equal to or less than the cost fixed by the Commissioner of Geology and Mining from time to time per survey points and extent of the project area. If an agency found to have charged over and above the cost fixed by the Commissioner of Geology and Mining for DGPS Survey works, action shall be taken as specified under para 21 (a) above.

## **22. Contact Address for Further Information**

Any clarification / request for further information regarding this EoI should be directed to the following address:

Tmt. V.Aruna,  
Joint Director,  
Department of Geology and Mining,  
Thiru.Vi.Ka. Industrial Estate,  
Chennai, Tamil Nadu- 600 032.  
Ph: 044-22501158, e-mail: [geomine@nic.in](mailto:geomine@nic.in)

**Commissioner of Geology and Mining**

**ANNEXURE-I**

**LETTER OF UNDERTAKING**

(To be submitted in Applicant's letter head)

From:

-----  
-----

To,

The Commissioner,  
Department of Geology and Mining,  
Thiru.Vi.Ka. Industrial Estate,  
Guindy, Chennai – 600 032  
Ph: 044-22501873/74, e-mail: geomine@nic.in

Sir,

I/We .....have read the terms and conditions and other documents for EoI, Ref No. 2921/MM4/2016, dated .01.2018, for empanelment of agencies for carrying out Total Station - DGPS Survey works in Tamil Nadu. We hereby submit our qualification and relevant documents.

1. I/We hereby certify that all the statements made and information supplied in the EoI Document and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
3. I/We have submitted the requisite performance reports and authorize the Department of Mines & Geology, Government of Tamil Nadu or their representatives to approach individuals, employers, firms and corporations to verify our submittals, competency and Rate reputation.

4. I/We hereby confirm that we have read and understood all the stipulations given in this prequalification documents and the decision of CGM with regard to our prequalification shall be final and binding on us.
  
5. I/We have submitted the certificates in support of our meeting the minimum qualifying criteria of completed work(s) for having successfully completed the following works:

Yours faithfully,

---

Enclosures:

Date:

Place:

## **Application**

(To be submitted in Applicant's letter head)

1. Name of the Applicant
2. Name of the firm
3. Address of the Firm with e-mail, mobile details:
4. Registration & incorporation particulars of the firm (with certified Copies):
5. Principal place of business
6. GST Registration Details (with Certified Copies)
7. Name, address and contact nos. of Directors and Principal office
8. Power of attorney for the authorized signatory for submission of bid.
9. Name of the contact person :  
Designation :  
Address :  
Telephone :  
Fax :  
Email :
10. Bank details for RTGS/NEFT.
11. Financial Details of the Company.
12. Experience of Applicant in Survey and Demarcation work with DGPS and Total Station
13. Technical Resources of the Applicant.

I/ We hereby declare that the information furnished above is true and correct.

Place:

Date:

Signature & Seal of the Applicant