REQUEST FOR PROPOSAL (RFP)

Selection of Implementation Agency for

Integrated Geospatial Platform for Industrial Land Governance

DEPARTMENT OF COMMERCE & INDUSTRIES

GOVERNMENT OF MEGHALAYA

RFP No./M/Dind/Genl/73/2026/155

Dated: 27-11-2026

Table of Contents

NOTICE INVITING REQUEST FOR PROPOSAL (RFP) 6
1. RFP Data Sheet 7
2. Instructions To Bidders 8
I. General 8
II. Two-Part Proposal 8
III. Bidder Responsibilities 9
IV. Earnest Money Deposit (EMD) 9
3. Definitions And Interpretation 9
4. Background And Project Context 10
5. Project Vision, Objectives and Expected Outcomes 10
A. Objectives 11
B. Expected Outcomes 11
6. Business Requirements 12
7. Scope Of Work 12
8. Functional Requirements 14
9. Geospatial Data, Survey & Field Verification Requirements 15
A. Survey Equipment 15
B. Data Formats 16
10. GIS Database, Data Governance & Metadata 16
A. QA/QC Checklist 16
11. Solution Architecture & Technology Requirements 17
I. Technology Principles 17
II. Indicative Technology Stack 18
III. Hardware, Software & Infrastructure Requirements 18
IV. Infrastructure Sizing & Configuration 18
V. High Availability DC-DR Architecture 19
VI. Security, Backup & Storage Requirements 19
VII. Open-Source Technology & Standards 19
VIII. Bidder's Technical Proposal & Compliance Matrix 19
12. Integration & Interoperability 19
13. Security, Privacy, Backup & Disaster Recovery 20
14. Executive Dashboards & Decision Support 21
15. Investor Portal & Industrial Land Promotion 21

16. Mobile / Field Gis Application 22
17. Project Management, Governance 22
18. Approach & Methodology 22
19. Implementation Plan & Schedule 25
20. Quality Assurance / Quality Control 26
21. UAT & Go-Live 26
A. Defect Classification 27
22. Training, Capacity Building & Knowledge Transfer 27
23. Warranty, AMC & Technical Support 28
24. Change Request / Scope Change Management 28
25. Service Levels & Performance Management 28
26. Pre-Qualification / Eligibility Criteria 29
27. Pre-Qualification & Technical Evaluation 30
28. Financial Evaluation & QCBS Method 31
29. Bid Submission Requirements 32
30. Performance Security, Liquidated Damages & Contract Conditions 33
31. Intellectual Property, Data Ownership & Confidentiality 33
32. Risk Management & Force Majeure 33
33. Contract Management & Dispute Resolution 34
34. Assumptions, Dependencies & Exclusions 34
35. Bill of Quantities (BOQ) 36
36. Commercial Conditions & Payment Terms 38
I. Implementation Phase 38
II. Support / AMC Payment 38
37. Annexures 38
Annexure 1 – Bid Submission Covering Letter 40
Annexure 2 – Bidder Information & Eligibility / Pq Compliance 41
Annexure 3 – Financial Capacity & Turnover 43
Annexure 4 – Similar Project & Government / Terrain Experience 44
Annexure 5 – Declarations & Undertakings 45
Annexure 6 – Technical Proposal Compliance Matrix 50
Annexure 7 – Functional Requirement Compliance Matrix 51
Annexure 8 – Approach, Methodology & Implementation Plan 52

Annexure 9 – Solution Architecture, Technology, Infrastructure & Data Model 53
Annexure 10 – Project Organization, Manpower & RACI 55
Annexure 11 – Risk, Qa/Qc, Testing, Uat, Training & Support 56
Annexure 12 – Security, Backup, Dr & Sla Compliance 58
Annexure 13 – Technical Demonstration / Prototype 59
Annexure 14 – Financial Proposal, BOQ & Milestone Payment Schedule 60
Annexure 15 – Post-Award / Contract Management Forms 61

DISCLAIMER

This Request for Proposal (RFP) has been prepared by the **Department of Commerce & Industries, Government of Meghalaya** for inviting proposals for implementation of the **"Integrated Geospatial Platform for Industrial Land Governance."**

The information contained in this RFP is provided solely for the purpose of enabling prospective Bidders to prepare and submit their proposals. While reasonable care has been taken in preparing the RFP, the Department does not warrant that the information is complete, accurate or exhaustive in all respects.

The Department reserves the right to **modify, amend, clarify, supplement or withdraw any part of the RFP**, including the scope, requirements, timelines, evaluation criteria and terms, in accordance with applicable procurement procedures. Any such changes shall be communicated to the Bidders through the prescribed procurement mechanism.

The Bidder shall be responsible for carrying out its own assessment of the requirements, site conditions, data availability, technical dependencies and implementation considerations before submitting its proposal. No claim shall be entertained on the basis of any assumption, interpretation or information not expressly confirmed by the Department.

The RFP does not constitute a commitment by the Department to award the Contract. The Department reserves the right to **accept or reject any or all Bids, cancel or modify the procurement process, or take any other action permitted under applicable rules**, without assigning any reason, subject to the provisions of the RFP and applicable law.

All costs incurred by the Bidder in preparing and submitting the Bid, participating in discussions, demonstrations, presentations or negotiations, if any, shall be borne solely by the Bidder. The Department shall not be liable for such costs irrespective of the outcome of the procurement process.

The Bidder shall rely only on the final RFP, corrigenda, clarifications and official communications issued by the Department through the prescribed procurement channel.

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DEPARTMENT OF COMMERCE & INDUSTRIES

GOVERNMENT OF MEGHALAYA

NOTICE INVITING REQUEST FOR PROPOSAL (RFP)

RFP Reference No.: No./M/Dind/Genl/73/2026
Date: 27th November 2026
The Department of Commerce & Industries, Government of Meghalaya invites proposals from eligible and technically competent firms for selection of an Implementation Agency for: **"Integrated Geospatial Platform for Industrial Land Governance.".**

The selected Implementation Agency shall undertake end-to-end implementation of the proposed Integrated Geospatial Platform, including project initiation, requirements finalization, data assessment and preparation, GIS database creation, field verification, application/platform development, Industrial Land Bank, Digital Plot Profile, land suitability and indicative valuation, investor portal, dashboards, integration, testing, training, Go-Live, handover and post-Go-Live application technical support.

The proposed platform shall provide a centralized GIS-enabled environment for management and promotion of industrial land and shall support the Department in land governance, assessment, promotion and investor facilitation.

The initial project scope covers approximately 663.11 acres of identified industrial land across Brynihat, Shillong, Khliehtyrshi, Mawiaban/Nongstoin, Tura, Mendipathar and Umiam.

Interested Bidders are invited to submit their proposals in hard copy or online via email within the timelines specified in the RFP Data Sheet.

The Department reserves the right to accept or reject any or all proposals, modify the procurement process, or cancel the RFP, in accordance with applicable Government rules and the provisions of the RFP.

1. RFP Data Sheet

Sl. No.	RFP Particular	Data / Requirement
1	**Name of Procuring Entity**	Department of Commerce & Industries, Government of Meghalaya
2	**Name of Project**	Integrated Geospatial Platform for Industrial Land Governance
3	**RFP Reference No.**	No./M/Dind/Genl/73/2026
4	**RFP Issue Date**	27th November 2026
5	**Mode of Procurement**	Open bidding through printed bids and via email
6	**RFP Document Availability**	As available on official website, local newspapers of Meghalaya and notice board of Directorate of Commerce & Industries, Meghalaya
7	**RFP Document Fee**	NIL (Only soft copy shall be provided on request)
8	**Earnest Money Deposit (EMD)**	**₹13,00,000/- (Rs. Thirteen lakhs only) in** Demand draft of a nationalised bank in favour of Director of Commerce & Industries, Meghalaya
9	**Pre-Bid Meeting**	Queries may be sent through email to: industries-meg@gov.in
10	**Last Date for Submission of Queries**	3.00 pm, 10th December 2026
11	**Last Date & Time for Bid Submission**	3.00 pm, 21st December 2026
12	**Technical Bid Opening**	3.30 pm, 21st December 2026
13	**Financial Bid Opening**	To be notified to technically qualified Bidders
14	**Bid Validity**	**60 days** from the Bid Submission Deadline
15	**Initial Project Area**	Approximately **663.11 acres** across identified industrial locations
16	**Implementation Period**	**Six (6) months** from the Effective Date / Work Order
17	**Post-Go-Live Application Technical Support**	**Five (5) years**
18	**Selection Method**	Quality and Cost Based Selection (QCBS)
19	**Pre-Qualification Evaluation**	**20 Marks, Minimum Qualifying Score:15**
20	**Technical Evaluation**	**80 Marks, Minimum Qualifying Score:65**
21	**Minimum Technical Qualification**	As specified in the RFP
22	**Financial Evaluation**	As per QCBS methodology specified in the RFP
23	**QCBS Weightage**	**Technical: 80%; Financial: 20%**

Sl. No.	RFP Particular	Data / Requirement
24	**Proposal Structure**	Technical Proposal and Financial Proposal
25	**Consortium / JV**	**Not permitted**
26	**Subcontracting**	Restricted; core implementation and critical geospatial activities shall not be subcontracted without prior written approval
27	**Language of Proposal**	English
28	**Currency**	Indian Rupees (INR)
29	**Taxes**	GST and applicable statutory taxes as per prevailing rules
30	**Payment**	Milestone-based, against acceptance of deliverables as specified in the RFP
31	**Official Communication**	Via email: industries-meg@nic.in
32	**Address for Communication**	Department of Commerce & Industries, Government of Meghalaya, LD015, Lower Nongrim Hills, Shillong, 793006
33	**Official Website / Portal**	https://megindustry.gov.in www.msme.megindustry.gov.in

2. Instructions To Bidders

I. General

- Bidders shall carefully examine all RFP provisions, schedules, annexures, forms and specifications.
- Submission of a proposal shall be deemed to constitute the bidder's acceptance of the RFP conditions, subject to stated deviations expressly permitted by the RFP.
- The Department may seek clarifications, conduct presentations/demonstrations, verify credentials and seek documentary evidence.
- The Department reserves the right to accept or reject any or all proposals and to cancel or modify the procurement process in accordance with applicable rules.

II. Two-Part Proposal

The bid shall comprise: **(A) Technical Proposal and (B) Financial Proposal.** The Financial Proposal shall be submitted only through the prescribed financial-bid mechanism and shall not be included in the technical proposal. Bid has to be submitted in the following manner:

- **Envelope 1** should contain the Eligibility/Pre-Qualification technical bid and the Demand Draft of EMD. Cover of the envelope should have name of the bidder and be superscribed as Technical Proposal.
- **Envelope 2** containing the financial bid. Cover of the envelope should have name of the bidder and be superscribed as Financial Proposal.
- **Envelope 3** contains both envelope 1 and envelope 2. Cover of envelope 3 should have name of the bidder and be superscribed with the RFP name and no.

III. Bidder Responsibilities

- Conduct its own due diligence on project requirements, implementation conditions, data availability, access and operating environment.
- Provide all resources, tools, development effort, project management and implementation services required within the agreed scope.
- Ensure that proposed personnel remain available for the project and obtain prior approval for replacement of key personnel.
- Protect Government data and comply with all security, confidentiality and access-control requirements.

IV. Earnest Money Deposit (EMD)

- The Bidder shall furnish an **Earnest Money Deposit (EMD) of Rs. 13,00,000/- (Rupees Thirteen Lakhs only) as part of the bid**, through Demand Draft of a nationalised bank in favour of Director of Commerce & Industries, Meghalaya
- The bid submitted without the required EMD, shall be liable for rejection.
- The EMD shall be interest-free. The EMD of unsuccessful bidders shall be refunded/discharged in accordance with applicable procurement rules and RFP conditions. The EMD of the successful bidder shall be returned after submission and acceptance of the prescribed Performance Security and execution of the Agreement, as applicable.
- The EMD may be forfeited if the Bidder withdraws or modifies its proposal during the Bid validity period, or if the successful Bidder fails to execute the Agreement or submit the required Performance Security within the prescribed period.

3. Definitions And Interpretation

Term	Meaning
Authority / Department	Department of Commerce & Industries, Government of Meghalaya
Implementation Agency / IA	Successful bidder appointed under the Agreement
Industrial Land Bank	Centralized GIS-enabled repository of industrial land parcels and associated records
Digital Plot Profile	Parcel-level standardized digital record integrating spatial, land, infrastructure, suitability, valuation, and investor information

Term	Meaning
Go-Live	Formal production deployment accepted by the Department after agreed testing and UAT
UAT	User Acceptance Testing
GIS	Geographic Information System
SRS	Software Requirements Specification
SRS/FRS	Approved Software/Functional Requirements Specification
CR	Change Request
AMC/ATS	Annual Maintenance Contract / Application Technical Support
SoW	Scope of Work

4. Background And Project Context

Industrial land is a critical enabler of investment, economic growth, infrastructure development, and employment generation. The Department has identified fragmented records, manual processes, limited inter-departmental coordination and lack of a unified spatial view as key challenges affecting land identification, suitability assessment, asset utilization, and investor site selection.

The proposed platform shall consolidate land, spatial, infrastructure, utility, connectivity, and relevant supporting information into a centralized digital environment. It should enable the Department to manage industrial land assets while providing investors with reliable information for discovery, evaluation, comparison, shortlisting and engagement.

The initial scope covers approximately **663.11** acres of identified industrial land across following locations.

Location	District	Approx. Acre
EPIP, Byrnihat	Ri-Bhoi	310.00
Shillong	East Khasi Hills	6.939
Khliehtyrshi	West Jaintia Hills	14.139
Mawiaban, Nongstoin	West Khasi Hills	12.83
Tura	West Garo Hills	14.896
Mendipathar Growth Centre	North Garo Hills	88.92
Umiam	Ri-Bhoi	187.90
Mendipathar Industrial Estate	North Garo Hills	8.101
Williamnagar	East Garo Hills	19.386
Total	**—**	**663.11 acres**

5. Project Vision, Objectives and Expected Outcomes

Vision: To establish Meghalaya's industrial land management ecosystem as a transparent, intelligent, investor-friendly and data-driven digital platform, enabling

Government to efficiently manage industrial land assets and facilitate faster investment decisions.

A. Objectives

- Establish a Single Source of Truth through a centralized GIS-enabled Industrial Land Bank.
- Digitize and standardize land information from available records and spatial datasets.
- Strengthen land governance through monitoring, workflows, approvals and inter-departmental coordination.
- Enable configurable, evidence-based indicative land valuation and suitability assessment using approved parameters.
- Optimize land utilization by identifying available, vacant, underutilized and investment-ready land.
- Provide investor-centric discoveries, evaluation, comparison, shortlisting and enquiry capabilities.
- Provide GIS-based spatial analytics, thematic maps, dashboards and MIS.
- Improve transparency through status tracking, audit trails and role-based access.
- Provide a scalable platform capable of accommodating future industrial estates, datasets, services and investment initiatives.

B. Expected Outcomes

Area	Expected Outcome
Land Governance	Centralized industrial land inventory with visibility of status, ownership/reference, availability and utilization.
Data Management	Integrated and standardized spatial and non-spatial datasets forming a Single Source of Truth.
Land Intelligence	GIS-based suitability, accessibility, infrastructure and development-potential analysis.
Asset Utilization	Identification of vacant, underutilized and investment-ready land.
Investor Experience	Faster site discovery, comparison, evaluation and engagement.
Decision Support	Executive dashboards, spatial analytics and MIS.
Coordination	Improved information exchange across relevant Government departments.
Transparency	Traceable workflows, status tracking, audit trails and controlled access.

6. Business Requirements

No.	Business Requirement	Minimum Required Capability
1	Centralized Industrial Land Bank	Parcel inventory, status, availability, utilization, ownership/reference and supporting records.
2	Integrated Land & Asset Information	Land records, cadastral data, infrastructure, utilities, connectivity and relevant spatial/non-spatial information.
3	Land Status & Utilization	Available, allotted, utilized, vacant, underutilized and investment-ready status.
4	Suitability Assessment	Configurable criteria based on location, connectivity, infrastructure, utilities, terrain and approved constraints.
5	Indicative Valuation	Configurable location-based valuation framework, final methodology/parameters approved by Department.
6	Investor Site Selection	Search, filter, compare, evaluate, shortlist and enquire.
7	Workflow & Approvals	Application processing, approvals, allotment/status tracking and coordination.
8	Inter-departmental Integration	Secure APIs/data exchange with relevant Government systems.
9	Spatial Analytics	Suitability, accessibility, proximity, infrastructure and development-potential analysis.
10	Dashboards & MIS	Role-based dashboards and reports for management.
11	Data Governance & Security	Validation, audit trails, RBAC, standardized data management and controlled updates.
12	Scalability	Future estates, datasets, departments, workflows and services.

7. Scope Of Work

The selected IA shall provide end-to-end services covering project initiation, requirement finalization, data collection/compilation, GIS database development, field verification, spatial data creation, application/platform development or configuration, integration, analytics, dashboards, investor portal, testing, training, deployment, Go-Live, handover and post-Go-Live technical support.

Sr. No.	Component	Scope
1	Project Initiation & Requirement Assessment	Stakeholder consultation, requirement workshops, AS-IS assessment, TO-BE processes, project governance, implementation plan, data/integration inventory, risk register.

Sr. No.	Component	Scope
2	Data Collection & Compilation	Collect and organize land records, cadastral maps, layout plans, departmental datasets, existing GIS data, imagery/base maps and supporting records supplied by the Department.
3	Geospatial Database	Design schema, data model, spatial indexing, metadata, coordinate reference systems, naming conventions, domains, security, backup and data validation.
4	Field Verification	Site visits, GPS-enabled field verification, geo-tagged photographs, parcel identification, boundary/status validation, utilization, accessibility, infrastructure, encroachment observations and reconciliation.
5	GIS Layer Creation	Parcel, sector, block, plot, ownership/reference, land use, roads, buildings, utilities, drainage, infrastructure, environmental/constraint layers as available/approved.
6	Industrial Land Bank	Parcel-level inventory, status, availability, utilization, documents, supporting attributes and map-linked digital plot profiles.
7	Land Suitability & Indicative Valuation	Configurable criteria engine/analytics using Department-approved parameters, suitability classes and indicative valuation outputs with transparent methodology.
8	Enterprise Web GIS	Interactive maps, layer control, search, query, identify, measurement, spatial analysis, plot profile and role-based editing/approval.
9	Investor Portal	Public/investor-facing map, plot discovery, filtering, comparison, plot details, supporting documents, photographs, enquiry/shortlisting and engagement workflow.
10	Workflow Management	Configurable workflow for internal review, approval, allotment/status update and investor enquiry/engagement.
11	Dashboards & MIS	Executive, land-bank, investment-promotion, department and district/estate dashboards, maps, KPIs and reports.
12	Integration	API-based integration with relevant Government systems including MeghalayaOne ecosystem, where APIs/access are made available.
13	Mobile/Field GIS	Field data capture, GPS, geo-tagged photographs, forms, synchronization, validation and supervisory review.
14	Testing & Deployment	Functional, integration, performance, usability, backup/restore, UAT, production deployment and Go-Live.
15	Training & Handover	Training, manuals, source/configuration documentation, database/schema documentation, admin guides and operational handover.

Sr. No.	Component	Scope
16	Support & Maintenance	Application technical support, defect resolution, monitoring, preventive maintenance, database support and agreed enhancements/CR handling for five years.

8. Functional Requirements

Sr. No.	Module	Minimum Functional Requirement
A	Industrial Land Bank	Central parcel inventory, unique parcel ID, estate/sector/block/plot hierarchy, land status, availability, utilization, ownership/reference, documents, photographs, infrastructure, utilities, connectivity, suitability, valuation, audit history.
B	Digital Plot Profile	Map-linked parcel profile showing identification, area, status, use, ownership/reference, infrastructure, utilities, connectivity, physical characteristics, suitability, indicative valuation, imagery, photographs, documents and investor information.
C	Web GIS	Interactive maps, basemap/layer management, search, identify, query, filtering, measurements, thematic visualization, plot selection, print/export, role-based editing, spatial analytics.
D	Land Promotion	Investment-ready plot catalogue, featured opportunities, plot comparison, location intelligence, connectivity and infrastructure information, enquiry/engagement.
E	Investor Facilitation	Discover → Search & Filter → Evaluate → Compare → Shortlist → Enquire → Engage → Facilitate.
F	Workflow & Approval	Configurable stages, roles, tasks, approvals, rejection/return, comments, notifications, status history and audit trail.
G	Suitability Analysis	Weighted/scored criteria, parameter configuration, suitability classes, map visualization, explanation of score components, scenario analysis subject to approved scope.
H	Indicative Valuation	Parameter-driven model, configurable weights/rates/factors, spatial adjustment, versioning, effective date, approval/audit, disclaimer that outputs are indicative unless separately notified by the competent authority.
I	Dashboards & MIS	Executive KPIs, land availability, utilization, allotment, development, estate-wise/district-wise statistics,

Sr. No.	Module	Minimum Functional Requirement
		investment opportunities, workflow status, data quality, field verification.
J	Reports	Land-bank report, plot availability, estate summary, infrastructure status, allotment/status, investor enquiry, suitability, valuation and configurable management reports.
K	Integration	API-based integration with relevant Government systems including MeghalayaOne ecosystem, where APIs/access are made available.
L	Mobile/Field GIS	Field data capture, GPS, geo-tagged photographs, forms, synchronization, validation and supervisory review.
M	Testing & Deployment	Functional, integration, performance, usability, backup/restore, UAT, production deployment and Go-Live.
N	Training & Handover	Training, manuals, source/configuration documentation, database/schema documentation, admin guides and operational handover.
O	Support & Maintenance	Application technical support, defect resolution, monitoring, preventive maintenance, database support and agreed enhancements/CR handling for five years.

9. Geospatial Data, Survey & Field Verification Requirements

The field verification methodology shall cover site inspection, geo-tagged surveys, GPS coordinates, boundary validation, encroachment verification, accessibility and infrastructure assessment.

- Review and reconcile available cadastral/revenue maps, layout plans, land records and existing GIS data before field work.
- Prepare field survey forms and unique parcel/asset identifiers.
- Conduct physical inspection of identified industrial land parcels.
- Capture GPS coordinates and geo-tagged photographs with date/time and unique parcel linkage.
- Validate parcel identification and boundaries against available records and reference spatial data.
- Record land utilization, accessibility, surrounding infrastructure and visible encroachment/dispute observations.
- Integrate validated field observations into the geospatial database.

A. Survey Equipment

Where field survey is required, the bidder shall propose fit-for-purpose GPS/mobile GIS equipment and survey procedures. Any high-accuracy survey, UAV, photogrammetry or

other specialized acquisition shall be performed only where expressly included in the approved BoQ/SoW or subsequently authorized through a Change Request.

B. Data Formats

The solution shall support commonly used geospatial and exchange formats as applicable, including GeoPackage/GeoJSON, Shapefile, KML/KMZ, GeoTIFF, CSV and database-native spatial formats. The final data delivery shall include editable/native GIS datasets and documented schemas.

10. GIS Database, Data Governance & Metadata

The GIS Database shall provide a **centralized, standardized and governed repository** for spatial and associated land information, supported by defined data standards, metadata, quality controls, versioning and audit mechanisms to ensure **data accuracy, consistency, traceability and reliability**.

- Centralized spatial database architecture with spatial indexing and controlled access.
- Standardized data model covering parcel, estate, sector, block, plot, ownership/reference, land use, infrastructure, utilities, documents, valuation, suitability and workflow entities.
- Unique identifiers and referential integrity across spatial and non-spatial records.
- Metadata framework covering source, date, accuracy, CRS, custodian, update frequency and usage restrictions.
- Coordinate reference system and transformation rules approved by the Department.
- Topology checks, duplicate detection, gap/overlap checks and geometry validation.
- Attribute completeness, domain validation, coding/naming consistency and parcel linkage checks.
- Versioning/change history for controlled datasets and auditability of edits.
- Data quality status at parcel/layer level wherever feasible.

A. QA/QC Checklist

A standardized QA/QC checklist shall ensure **completeness, accuracy, consistency and positional quality** of GIS data before acceptance and integration into the system.

QA Area	Minimum Checks
Field Data	Parcel ID, coordinates, geo-tagged photographs, form completeness, boundary/status validation, supervisory sample checks
Spatial Geometry	Geometry validity, topology, overlaps, gaps, duplicates, CRS consistency
Attributes	Completeness, domain values, logical consistency, naming, parcel linkage
Georeferencing	Control points, RMS/overlay checks, reference layer comparison
Database	Relational integrity, indexing, query response, synchronization, multi-user access

QA Area	Minimum Checks
Integration	Schema mapping, API consistency, data synchronization and error handling
Application	Functional, usability, performance, security and audit-trail validation

11. Solution Architecture & Technology Requirements

The architecture shall be centralized, secure, interoperable and scalable, integrating geospatial data, applications, departmental systems, field data and Government portals through standardized interfaces.

Layer	Minimum Requirement
Presentation / User Layer	Responsive web interface for Government users and investor/public users, accessibility-conscious UI.
Application Layer	Modular services for Land Bank, plot profile, workflow, investor portal, dashboards, reporting and administration.
Geospatial Services Layer	Map services, geoprocessing/spatial analytics, spatial APIs and standards-based GIS services.
Geospatial Data Layer	Enterprise spatial database, vector/raster storage, metadata, indexes, audit/versioning and backup.
Integration Layer	REST/JSON APIs, secure data exchange, middleware where required, authentication and logging, integration with MeghalayaOne and other approved Government portals subject to API availability.
Infrastructure Layer	Department-provided/approved hosting environment, application servers, database servers, storage, backup, network and security controls.

I. Technology Principles

The proposed solution should adopt **secure, scalable, interoperable and standards-based technologies**.

- Architecture shall support **modularity, maintainability and future expansion** of the platform.
- Open standards and APIs shall enable **seamless integration and data exchange** with existing and future systems.
- The technology stack shall ensure **reliability, performance and long-term sustainability**.
- Open standards and interoperability should be preferred to minimize technology lock-in.

- Architecture shall support horizontal/vertical scalability and modular future expansion.
- All proprietary components, if proposed, shall be clearly identified with licensing model, quantity, validity and renewal implications.
- The bidder shall provide a complete technology stack and architecture diagram in the technical proposal.
- The solution shall support OGC-compliant services such as WMS, WFS and WMTS where applicable.
- The platform shall expose documented APIs for approved integrations and future interoperability.

II. Indicative Technology Stack

Bidders may propose an equivalent or superior technology stack. The Department shall evaluate fitness for purposes, interoperability, total cost of ownership, security, maintainability and scalability. The bidder shall not assume acceptance of any particular OEM merely because it appears in a reference solution.

Component	Indicative Options / Requirement
GIS Platform	Open standards / enterprise GIS web
Spatial Database	PostgreSQL/PostGIS, enterprise geodatabase or equivalent
Web Mapping	Open standards / enterprise GIS web mapping
Frontend	Modern responsive web framework
Backend/API	Secure RESTful services / equivalent
Mobile	Android/iOS or cross-platform field GIS application
Analytics	GIS spatial analytics and configurable rules/criteria engine
Reporting	Configurable reporting and export
Authentication	RBAC, secure authentication and Government identity integration where available

III. Hardware, Software & Infrastructure Requirements

All hardware infrastructure, security components and backup storage required for hosting and operating the GIS Platform shall be provided by the Department. The Bidder shall assess the application requirements and propose the required hardware, software, security components, storage, sizing and configuration specifications necessary for deployment of the proposed solution.

IV. Infrastructure Sizing & Configuration

The Bidder shall provide detailed sizing and configuration specifications for servers, storage, network, security, backup and other supporting infrastructure based on the anticipated data volume, users, transaction load, GIS services and future scalability requirements.

V. High Availability DC-DR Architecture

The Bidder shall propose a High Availability (HA) architecture covering Data Centre (DC) and Disaster Recovery (DR) environments, including redundancy, failover, backup, replication and service continuity mechanisms. The proposed architecture shall ensure scalability, reliability and minimum service disruption.

VI. Security, Backup & Storage Requirements

The Bidder shall define the required security architecture, security software/tools, backup strategy, storage capacity, retention and recovery requirements. The proposed solution shall support secure operations, data protection, backup and restoration and disaster recovery in accordance with Departmental policies.

VII. Open-Source Technology & Standards

The proposed GIS Platform shall, wherever technically feasible, be based on open-source technologies and open standards to minimize vendor lock-in and ensure interoperability, maintainability and long-term sustainability.

VIII. Bidder's Technical Proposal & Compliance Matrix

The Bidder shall submit a detailed Technical Proposal demonstrating its understanding of the project requirements and compliance with the RFP. The proposal shall include the proposed solution architecture, technology stack, hardware and software requirements, infrastructure sizing and configuration, HA DC-DR architecture, implementation methodology, data architecture, integration approach, security, QA/QC, project plan and support strategy.

A. Technical Proposal - Implementation Methodology & Project Plan
B. Solution & System Architecture
C. Hardware, Software & Infrastructure Sizing
D. HA DC-DR Architecture
E. Technology & Open-Source Approach
F. Data, GIS & Application Architecture
G. Integration & Interoperability
H. Security, Backup & Disaster Recovery
I. QA/QC & Testing Approach
J. Training, Go-Live & Handover
K. Support & Maintenance Approach

12. Integration & Interoperability

The platform shall support **seamless integration with existing and external systems** through standard APIs and interoperable data formats. It shall enable secure **data exchange, synchronization and service integration** across departmental and

stakeholder systems. Architecture shall support **scalable and standards-based interoperability** for future integrations.

- Develop API-based integration framework for approved Government systems.
- Support secure REST APIs and standards-based geospatial services.
- Support WMS/WFS/WMTS and spatial APIs were appropriate.
- Provide API documentation, authentication requirements, payload/schema definitions, error codes and integration test evidence.
- Integration shall be implemented subject to availability of APIs, technical documentation, access to credentials, permissions and cooperation from the agency concerned.
- Major redevelopment of third-party or Government applications is outside the base scope unless explicitly included.

MeghalayaOne shall be considered as an integration target/ecosystem, subject to confirmation of available APIs, technical specifications and integration ownership by the Department.

ICLP / National Industrial Land Platform Integration: Integration of the State Industrial Land Bank with NICDC's Industrial Corridor Land Platform (ICLP) and/or designated national industrial land platform for controlled publication and synchronization of Department-approved vacant/available industrial plots, including plot geometry, attributes, availability status, infrastructure, connectivity and other approved investor-facing information, with API/web-service integration, data validation, synchronization, audit trail, exception handling and monitoring dashboard.

13. Security, Privacy, Backup & Disaster Recovery

The solution shall ensure secure access, data protection and privacy through appropriate authentication, authorization and security controls. Regular data backup, recovery and system monitoring shall be implemented to protect against data loss and service disruption. A defined disaster recovery and business continuity mechanism shall ensure timely restoration and continued availability of critical services.

- Role-Based Access Control for administrators, departmental users, reviewers, field teams, executives and public/investor users.
- Least-privilege access, secure password policy and session controls.
- Encryption in transit and appropriate encryption at rest.
- Audit logging for authentication, data creation/update/delete, workflow actions, administrative actions and integration transactions.
- Secure API authentication and authorization.
- Testing before Go-Live, remediation of critical/high findings required before acceptance unless explicitly waived by the Department.
- Regular backups, backup verification and documented restoration procedures.
- Disaster recovery architecture shall be aligned with the hosting environment and Department-approved RPO/RTO.

- No Government data shall be used for commercial purposes without written authorization.

14. Executive Dashboards & Decision Support

The platform shall provide interactive executive dashboards and decision-support tools for monitoring industrial land availability, utilization, valuation, infrastructure status, investor interest and key project indicators. Dashboards shall present consolidated GIS-based insights, analytics, KPIs and alerts to support timely planning, monitoring and informed decision-making by the Department.

Dashboard	Indicative KPIs / Functions
Executive Overview	Total industrial land, available/allotted/utilized/vacant/underutilized, investment-ready land, verification status
Land Bank	Estate-wise/district-wise land inventory, plot status, area, utilization and availability
Investment Promotion	Investment-ready plots, plot comparison, connectivity, infrastructure and enquiry status
Suitability	Suitability distribution, high-potential plots, parameter/scenario view
Department Performance	Data verification, digitization, workflow, updates, pending actions
Field Verification	Survey progress, verified/unverified parcels, re-verification
Data Quality	Completeness, spatial validation, attribute validation and exception counts

Dashboards shall support filters, drill-down, map-linked charts, export/print and role-based access.

15. Industrial Land Governance

The Investor Portal shall provide a **single digital gateway for discovering, evaluating and promoting industrial land**, enabling investors to explore available plots, view key land and infrastructure information, assess suitability and initiate investment enquiries through an intuitive map-based interface.

I. **Discover:** Explore industrial land opportunities through an interactive map.
II. **Search & Filter:** Search by location, area, availability, infrastructure, connectivity and approved parameters.
III. **Evaluation:** View comprehensive plot-level information and suitability indicators.
IV. **Compare:** Compare shortlisted plots on agreed investment parameters.
V. **Shortlist:** Save or shortlist preferred plots, subject to authentication rules.
VI. **Enquire:** Submit enquiry/expression of interest for a selected opportunity.

VII. **Engage:** Route enquiry to the concerned Department/authority and track status where approved.

VIII. **Facilitate:** Support progression from land identification to further investment facilitation processes.

IX. **Public/investor information** shall be controlled by publication status and approval workflow so that only verified and Department-approved information is exposed.

16. Mobile / Field Gis Application

The Mobile/Field GIS Application shall provide a dedicated field interface for **systematic ground verification, inspection and updating of industrial land and related geospatial information**. It shall enable field teams to work against assigned locations and survey tasks, capture field observations with spatial context, and submit verified information to the central GIS environment. The application shall support controlled field workflows, progressive data submission, review and correction, and reliable data exchange with the central platform, ensuring that field-collected information remains **consistent, traceable and synchronized with the authoritative GIS database**. The mobile application shall consist of the following functions.

- Secure login and role-based access.
- Offline/online field data captured where operationally required.
- GPS location capture and map display.
- Geo-tagged photographs and attachments.
- Standardized parcel/asset forms.
- Validation rules and mandatory fields.
- Synchronization with central platform with conflict/error handling.
- Supervisor review and re-verification workflow.
- Field activity/audit trail.

17. Project Management, Governance

The project shall be executed through a defined coordination and governance structure between the **Department and the Bidder**. The Department shall provide strategic direction, require approvals, data and stakeholder coordination and facilitate local administration support. while the Bidder shall be responsible for project planning, implementation, resource management, progress reporting, risk management and delivery of agreed milestones.

The bidder shall submit a detailed organization chart, RACI matrix, deployment plan and resource loading.

18. Approach & Methodology

The Bidder shall provide a clear and practical approach and methodology covering the complete project lifecycle, including project initiation, data assessment, GIS database creation, field verification, platform development, integration, testing, Go-Live and support. The proposed methodology shall define the key activities, timelines,

dependencies, resources, quality controls and deliverables for each phase and shall be aligned with the six-month implementation plan, incorporating parallel work streams for data, field, application, integration, QA/QC and stakeholder approvals to achieve the required milestones and successful Go-Live.

The bidder's methodology shall address the following phases:

Phase 1 – Project Initiation

- Conduct kick-off meetings, stakeholder consultations and requirement workshops.
- Undertake AS-IS assessment, governance planning and risk identification.
- Prepare and submit the Inception Report, Project Plan, Stakeholder/RACI Matrix and Risk Register.

Phase 2 – Software Requirements Specification (SRS)

- Conduct detailed requirements study covering functional and non-functional requirements of the Integrated Geospatial Platform.
- Define user roles, business processes, workflows and requirements for GIS, Industrial Land Bank, Digital Plot Profile, investor portal, dashboards, mobile/field application, integration, security, performance and reporting.
- Prepare and submit the Software Requirements Specification (SRS) for Department review and approval.
- Incorporate the Department's comments and obtain approval of the SRS before commencement of detailed system design and development.

Phase 3 – Data Collection & Assessment

- Identify and assess available land records, cadastral data, maps, GIS datasets, layouts, imagery and other relevant information.
- Prepare and submit the Data Inventory and Data Acquisition/Assessment Report.

Phase 4 – Data Model & GIS Database

- Prepare the GIS data model, database schema, metadata standards, CRS and data management framework.
- Establish the GIS database and migration framework.
- Submit the approved Data Model, GIS Database and Metadata Standards.

Phase 5 – Field Verification

- Conduct field verification, GPS/geo-tagging, site inspection and validation of plot boundaries, status, utilization and infrastructure details, as applicable.
- Submit verified field datasets and Field Verification Report.

Phase 6 – GIS Data Creation & QA/QC

- Undertake digitization, georeferencing, layer creation, data integration, topology validation and attribute quality checks.
- Ensure GIS data is authenticated and meets the defined QA/QC requirements.

Phase 7 – Platform Development

- Configure/develop the Web GIS, Industrial Land Bank, Digital Plot Profile, workflows, analytics, dashboards, investor portal and mobile/field application, as applicable.
- Submit the configured/developed platform for testing and acceptance.

Phase 8 – Integration

- Implement required APIs, GIS services and integration with Meghalaya One and other identified systems.
- Provide integration services and API documentation.

Phase 9 – Testing & UAT

- Conduct functional, integration, performance, security and backup/recovery testing.
- Support User Acceptance Testing (UAT), defect resolution and submission of test reports and UAT sign-off.

Phase 10 – Training & Go-Live

- Conduct user training and provide manuals, knowledge-transfer sessions and operational support.
- Complete production deployment, Go-Live and handover activities.

Phase 11 – Support

- Provide technical support, system monitoring, defect resolution and preventive maintenance during the support period.
- Submit periodic support and service reports.

19. Implementation Plan & Schedule- Timelines of Deliverable

Sl. No	Project Phase	Key Activities	Project Timeline (Months)
1	Signing of MoU and Issuance of Workorder		T
2	Implementation Phase	Submission of Inception Report • Project initiation and mobilisation. • Stakeholder consultation and requirement understanding. • Submission of Inception Report and Project Plan.	T +1
3	Submission of SRS	• Detailed functional and non-functional requirements. • Confirmation of user requirements, workflows and system functionalities. • Submission and approval of **Software Requirements Specification (SRS)**.	T+2
4	Data Acquisition Submission	• Collection and assessment of available land records, GIS data, maps, imagery and related datasets. • Submission of **Data Acquisition/Assessment Report and Data Inventory**	T+2
5	Data Processing & Submission of Base Map & 3D Mesh (LoD-1)	• Data processing, digitisation, georeferencing and GIS data creation. • Preparation of Base Map and **3D Mesh (LoD-1)**, as applicable.	T+3
6	Deployment of GIS Platform	• Deployment and configuration of the Integrated GIS Platform. • Configuration of GIS, Industrial Land Bank, Digital Plot Profile, dashboards, workflows, investor portal and other applicable modules. • Integration and system testing.	T+4
7	Go-Live of System	• User Acceptance Testing and resolution of identified defects. • User training and operational readiness. • Production deployment and **Go-Live of the GIS Platform**.	T+5
8	Handover	• Submission of final technical and system documentation. • Knowledge transfer and handover of the implemented solution. • Submission of **Handover/Acceptance Package**.	T+6
9	Maintenance Phase	• Application Technical Support	T+66

20. Quality Assurance / Quality Control

The Bidder's shall implement a QA/QC framework covering field survey, geospatial data, database, application, integration, performance and security, including topology validation, duplicate checks, attribute validation, spatial accuracy verification, metadata validation, random-sample QA/QC, database integrity checks, integration validation and cybersecurity checks.

Stage	Minimum QA/QC
Field	Sample re-verification, coordinate validation, geo-tag/photo linkage, completeness and supervisory inspection
Spatial	Geometry, topology, overlap/gap, duplicate, CRS, accuracy and layer consistency
Attribute	Completeness, domain/coding, logical consistency, ownership/reference linkage
Georeferencing	Control point/RMS checks and overlay validation
Database	Integrity, indexing, spatial query performance, synchronization, multi-user access
Application	Functional, usability, browser/device compatibility, performance, error handling
Integration	API schema, authentication, data exchange, error handling and synchronization
Security	Access control, audit, vulnerability/security testing, backup/restore
Final	Deliverable completeness and reconciliation against approved specifications and Department records

21. UAT & Go-Live

The Bidder shall conduct UAT, address and incorporate User observations, complete the required corrections, and obtain approval from the Department for Go-Live.

Acceptance Area	Minimum Criterion
Data	Required datasets loaded, schema/metadata complete, agreed QA/QC passed, parcel records linked correctly.
Spatial Accuracy	Conforms to accuracy/quality levels approved in the final SRS/technical specification.
Functionality	All approved SRS functions pass agreed test cases
Workflow	Approved roles, stages, status transitions, notifications and audit trails work as specified
Portal	Investor-facing information is accurate, approved and accessible, search/filter/compare/enquiry functions pass UAT
Integration	Approved interfaces pass end-to-end integration tests

Acceptance Area	Minimum Criterion
Performance	Meets Department-approved response/concurrency benchmarks documented in SRS
Security	Secure application configuration, role-based access control, HTTPS/SSL, secure authentication, audit logging.
Backup/Restore	Successful backup and restoration test completed
Training	Required users trained and training evidence submitted
Documentation	All required technical, user, database, API and operational documents delivered
Go-Live	Production deployment stable for agreed observation period, UAT sign-off and Go-Live certificate issued

A. Defect Classification

Defects identified during testing, UAT and support shall be classified based on their severity and impact on system functionality. The Bidder should prioritize and resolve defects as per the agreed severity levels and timelines, with critical defects receiving the highest priority. All defects shall be recorded, tracked and closed with appropriate evidence and Department confirmation, wherever applicable.

Severity	Illustrative Definition	Target Resolution
Critical / P1	System unavailable, major data corruption, critical security issue or core business function blocked	[4–8] business hours response, restoration/workaround as per SLA
High / P2	Major function unavailable with significant business impact	[1] business day target
Medium / P3	Non-critical functional issue with workaround	[3] business days target
Low / P4	Cosmetic/minor issue or enhancement-type request	Planned release / agreed schedule

Severity and Target Resolution shall be discussed and reprioritized at the time of SRS Phase.

22. Training, Capacity Building & Knowledge Transfer

The Bidder shall provide training to Department users on the use and administration of the GIS Platform and its key modules. Training shall include user manuals, hands-on sessions and knowledge transfer to enable the Department to effectively operate and manage the system after Go-Live.

- Administrator training for platform/database/application administration.
- Department user training for Land Bank, GIS, workflows, dashboards and reports.

- Field team training for mobile GIS and field validation.
- Investor/portal content-management training for authorized users.
- Train-the-trainer sessions and reusable training materials.
- User manuals, data maintenance procedures and troubleshooting guide.
- Knowledge transfer sessions covering architecture, database, APIs, security, backup and deployment.

23. Warranty, AMC & Technical Support

The Bidder shall provide post-Go-Live application technical support for a period of five years. Technical support shall be provided through online and/or on-site support, based on the severity and nature of the issue as defined and agreed during the SRS phase.

Service	Requirement
Helpdesk	Ticketing/email/phone mechanism with unique ticket IDs
Application Support	Functional/technical issue resolution and configuration support
Database Support	Monitoring, backup validation, performance and data integrity support
Integration Support	Support for agreed APIs/integrations within the IA's control
Security	Patch coordination, vulnerability remediation and security monitoring support
Reports	Monthly/quarterly SLA, incident, change and performance reports
Preventive Maintenance	Periodic health checks, logs, database and application review
Enhancements	Handled through approved Change Requests unless expressly included in support scope

24. Change Request / Scope Change Management

Any requirement beyond the approved scope shall be processed through a formal **Change Request (CR)**. The Bidder shall submit the requirement, impact, effort, timeline and cost for Department review and approval. No such change shall be implemented without prior approval from the Department. Approved changes shall be documented and incorporated into the project baseline.

Major redevelopment of existing Government systems, additional datasets/ integrations/ users/ modules beyond approved quantities and fresh specialized survey/data acquisition not specifically included in the approved scope shall be evaluated through the agreed Change Request mechanism.

25. Service Levels & Performance Management

The Bidder shall provide application support in accordance with the **Service Level Agreements (SLAs)** for system availability, incident response, backup monitoring,

security patch management and support reporting. The detailed SLA parameters, performance targets and response timelines shall be **finalized and mutually agreed during the SRS phase** and shall be monitored and reported periodically throughout the support period.

26. Pre-Qualification / Eligibility Criteria

The Bidder shall meet the following minimum pre-qualification and eligibility requirements. Documentary evidence shall be submitted along with the Technical Bid, as specified below:

- **Legal Entity**
  - The Bidder shall be a single Indian legal entity, such as a proprietorship, partnership, LLP, private/public company or any other form permitted under applicable law and the RFP.
  - **Evidence:** Incorporation/Registration Certificate, PAN and GST Certificate.
- **Relevant Business Experience**
  - The Bidder shall have been operational for at least **5 financial years** in GIS/geospatial, digital mapping, land information, spatial data, application development or allied technology services.
  - **Evidence:** Company Profile, Registration Documents and Work Orders.
- **Average Annual Turnover**
  - The Bidder shall have a minimum average annual turnover of **Rs 25 crore during the last three audited financial years**, or such threshold as approved by the Department.
  - **Evidence:** Audited Financial Statements / CA Certificate.
- **Similar Experience**
  - The Bidder shall have completed or substantially completed at least one comparable integrated GIS/geospatial digital land/asset mapping project of suitable scale, or the prescribed combination of **3/2/1 projects meeting 40%/60%/80% of the estimated project value**, as approved by the Department.
  - **Evidence:** Work Orders, Completion Certificates and Client References.
- **Government Experience**
  - Relevant project experience with **State/Central Government, PSU, ULB or equivalent institutional clients** shall be preferred.
  - **Evidence:** Work Order / Completion Certificate.
- **Hill / Difficult Terrain Experience**
  - Experience in at least one project executed in **hill/mountainous or geographically challenging terrain in the country** is recommended, considering Meghalaya's terrain conditions.
  - **Evidence:** Client Certificate / Work Order.
- **Non-Blacklisting**

- The Bidder shall not have been blacklisted/debarred by any Government Department, PSU or equivalent authority as on the Bid Submission Date.
- There should not be any pending legal cases on blacklisting
- **Evidence:** Undertaking on Bidder's letterhead.

- **Tax / Statutory Compliance**
  - The Bidder shall possess valid **PAN, GST and other registrations** required under applicable laws.
  - **Evidence:** Relevant Certificates.
- **Security / Quality Certification**
  - The Bidder should possess **ISO 9001:2015 and ISO/IEC 27001**, or equivalent acceptable evidence, as applicable. Certification shall be valid on the Bid Submission Date.
  - **Evidence:** Valid Certificates.
- **Bid Security**
  - The Bidder shall submit **EMD/Bid Security** as prescribed in the RFP

Consortium/JV bidding is not permitted. Subcontracting of core GIS, database, application development, data processing and field verification activities shall not be permitted without prior written approval of the Department. Any approved subcontractor shall be bound by the same confidentiality, data-security and quality obligations as the Implementation Agency.

27. Pre-Qualification & Technical Evaluation

A. Pre-Qualification / Eligibility Evaluation – 20 Marks

The Bidder shall meet all mandatory eligibility requirements specified in the RFP. The following criteria shall be evaluated based on the documentary evidence submitted by the Bidder.

Criterion	Evaluation Parameter	Marks
Legal & Statutory Eligibility	Compliant with all prescribed legal, statutory, PAN, GST and non-blacklisting requirements – **4 Marks**, Partial/non-compliance shall be dealt with as per RFP provisions.	**4**
Relevant Business Experience	1–2 years: **2 Marks**, >3–5 years: **3 Marks**, >6 years: **4 Marks** in GIS/geospatial/digital mapping/land information or allied services.	**4**
Average Annual Turnover	Rs.25–40 Crore: **2 Marks**, >Rs.40–60 Crore: **3 Marks**, >Rs.60 Crore: **5 Marks**.	**5**
Similar Project Experience	1 similar project: **2 Marks**, 2 similar projects: **3 Marks**, 3 or more similar projects: 4 **Marks**.	**4**

Criterion	Evaluation Parameter	Marks
Government / Terrain Experience	Relevant Government/PSU/ULB project: **1 Mark**, Government project + hill/difficult terrain experience: **2 Marks**, Multiple relevant Government projects + Experience in Northeast, India Region: **3 Marks**.	**3**
	Total Pre-Qualification Score	**20**

Minimum Qualifying Score for pre-qualification: 15/20

28. Technical Evaluation & Presentation- 80 marks

Criterion	Evaluation Parameter / Score Range	Marks
Understanding, Approach & Methodology	Poor/inadequate understanding: **0–3**, Adequate approach: **4–10**, Comprehensive and practical approach aligned with RFP: **11–20**	**20**
Solution, GIS & Data Architecture	Basic/incomplete architecture: **0–2**, Adequate architecture and data model: 3**–5**, Comprehensive, scalable, standards-based and well-integrated architecture: 6**–10**	**10**
Application, Integration & Security	Basic/incomplete solution: **0–2**, Adequate coverage of application and integration requirements: 3**–5**, Comprehensive solution covering GIS, Land Bank, Portal, Dashboard, Mobile, APIs and security: 6**–10**	**10**
Implementation, QA/QC & Support	Basic/inadequate implementation plan: **0–2**, Adequate implementation, QA/QC and support approach: 3**–5**, Detailed and practical implementation, QA/QC, UAT, training, Go-Live and support plan: 6**–10**	**10**
Technical Demonstration / Prototype	Limited demonstration: **0–5**, Adequate demonstration of key functions: **6–15**, Comprehensive demonstration covering major use cases and user journey: **16–30**	**30**
	Total Technical Score	**80**

Minimum Qualifying Score for technical evaluation: 65/80

29. Financial Evaluation & QCBS Method

The Department shall adopt Quality and Cost Based Selection (QCBS) with a Technical Proposal weight of 80% and a Financial Proposal weight of 20%, considering the specialized geospatial, data, application, integration and implementation requirements of the project.

Financial score: Sf = 100 × Fm / F, where Fm is the lowest evaluated financial proposal and F is the financial proposal under consideration.

Combined score: S = (St × 0.80) + (Sf × 0.20), where St is the technical score out of 100 and Sf is the financial score out of 100.

The bidder achieving the highest combined score shall be ranked first, subject to verification, approvals and the terms of the RFP.

The financial evaluation shall consider the total evaluated cost for the complete scope, including implementation and five-year support/maintenance, excluding GST where the price schedule requires GST separately. Arithmetic corrections shall be handled as specified in the final financial-bid instructions.

30. Bid Submission Requirements

The Bidder shall submit the Bid in the prescribed format comprising **Eligibility/Pre-Qualification, Technical Proposal, Demonstration, Financial Proposal and required Declarations**. All documents, certificates, undertakings and supporting evidence shall be duly signed and submitted as specified in the RFP. The Bidder shall ensure completeness, authenticity and consistency of the information submitted across all sections. Any omission or non-submission of mandatory documents may lead to rejection of the Bid as per the provisions of the RFP.

Section	Documents / Contents
A. Eligibility / PQ	Covering Letter, Legal Registration, PAN/GST, Turnover & Audited Statements/CA Certificate, Similar Project Experience, Completion Certificates, Non-Blacklisting Undertaking, Bid Security/EMD and Statutory Declarations
B. Technical Proposal	Executive Summary, Understanding, Approach & Methodology, Solution Architecture, Data Model, Functional Compliance, Technology, Integration, Security, QA/QC, Project Plan, Manpower/CVs, Risk Management, Training, Support and Assumptions/Deviations
C. Demonstration	Demonstration Plan and Presentation, including representative Web GIS, Industrial Land Bank, Dashboard and Investor Workflow, as required by the Department
D. Financial Proposal	Prescribed Financial/Price Schedule and BOQ covering Implementation, Support/Maintenance and approved Optional Items, including applicable Taxes
E. Declarations	Conflict of Interest, Integrity, Confidentiality, Data Security, Acceptance of RFP Conditions, Non-unauthorized Subcontracting and Authenticity of Information

The bid should be submitted in hard copy as per guidelines below:

- **Envelope 1** should contain the Eligibility/Pre-Qualification technical bid and the Demand Draft of EMD. Cover of the envelope should have name of the bidder and be superscribed as Technical Proposal.

- **Envelope 2** containing the financial bid. Cover of the envelope should have name of the bidder and be superscribed as Financial Proposal.
- **Envelope 3** contains both envelope 1 and envelope 2. Cover of envelope 3 should have name of the bidder and be superscribed with the RFP name and no.

31. Performance Security, Liquidated Damages & Contract Conditions

- The EMD to be submitted with the bid shall be treated as Performance Security
- The selected vendor in case of failing to complete the assignment satisfactorily shall be liable to pay a penalty limited to the contract value and liquidated damages up to 10% of the contracted value.
- Milestone payment shall be linked to deliverable acceptance and documentary evidence.
- The Department may withhold/recover amounts for material non-performance in accordance with the Agreement.
- Key personnel replacement shall require prior approval and replacement with equal or better qualifications.
- The Bidder's shall maintain professional indemnity/cyber liability insurance where required by the final contract.
- No assignment of the contract without prior written approval.
- All Intellectual Property rights pertaining to the project shall be with the Department of Commerce & Industries. Post completion of the project, the selected bidder shall not hold any authority over the Intellectual Property rights unless otherwise stated by the Department in writing.

32. Intellectual Property, Data Ownership & Confidentiality

- All Government-provided data, survey observations, geospatial datasets and project-specific outputs shall remain the property of the Government/Department, subject to applicable law and the Agreement.
- The IA shall not commercialize, disclose, copy or reuse Government data outside the project without written authorization.
- Project-specific source code/configuration/customizations shall be handed over in the form specified in the Agreement, subject to third-party/open-source license terms.
- The bidder shall identify all third-party software and license dependencies, including renewal costs and restrictions.
- The Department shall receive sufficient documentation and technical information to operate and maintain the solution.
- Confidentiality obligations shall survive contract expiry/termination for the period specified in the Agreement.

33. Risk Management & Force Majeure

Risk Identification & Monitoring: The Bidder shall identify, assess and regularly monitor project risks and maintain an appropriate risk register.

Data Availability: Data dependencies shall be identified through a data inventory and dependency tracker, with phased data ingestion and timely escalation of delays to the Department.

Field Access & Weather: Field activities shall be planned in advance considering permissions, seasonal conditions, alternate schedules and other practical constraints.

API / Third-Party Dependencies: Integration dependencies shall be identified early through integration workshops and readiness assessments. Delays or failures beyond the Bidder's control shall be treated as external dependencies, unless attributable to the Bidder.

Data Quality: Data quality shall be managed through source assessment, reconciliation, field verification and defined QA/QC procedures.

Technology & Cybersecurity: The Bidder shall follow secure development, testing, access control, backup and applicable security practices, while minimizing technology dependency through open standards and documented interfaces.

Change in Requirements: Requirements beyond the approved scope shall be managed through the formal **Change Request** process specified in the RFP.

Force Majeure: Force Majeure may include floods, landslides, earthquakes, severe weather, fire, epidemics/pandemics, war, civil unrest, strikes, Government restrictions/orders, prolonged power/internet outage, telecommunications failure, extraordinary cyber incidents and other events beyond reasonable control. The final Agreement shall define notice, mitigation, timeline extension and termination provisions.

34. Contract Management & Dispute Resolution

- The contract shall identify authorized representatives of both parties.
- Monthly/quarterly review meetings shall be conducted as agreed.
- Issues shall be escalated through Project Manager → Nodal Officer → Steering Committee/competent authority.
- Dispute resolution, governing law, jurisdiction and arbitration provisions shall be finalized by the Department's legal/procurement authority.
- Any legal matter shall be subject to and under the jurisdiction of the courts in Shillong, Meghalaya

35. Assumptions, Dependencies & Exclusions

The following activities are excluded from the scope unless expressly included in the approved BoQ or authorized through a Change Request:

- Physical acquisition, purchase, transfer, mutation, settlement or other legal transaction relating to land.
- Independent legal certification of ownership/title, encumbrances, disputes, litigation, claims or legal rights.

- Fresh UAV, DGPS/GPS, LiDAR, photogrammetry, satellite or other specialized acquisition not specifically included in the approved scope/BoQ.
- Construction, repair, upgrading or physical development of roads, drainage, power, water, telecom, buildings or other physical infrastructure.
- Physical modification, installation, replacement or maintenance of utility infrastructure.
- Obtaining statutory approvals/clearances on behalf of Government.
- Major redevelopment or re-engineering of existing Government portals/applications unless expressly included.
- Purchase of commercial satellite imagery, third-party proprietary datasets or databases unless included in the approved commercial proposal.
- Integrations requiring substantial modification of third-party/Government systems unless approved through Change Request.
- Continuous manual updating/verification of Government records beyond the agreed implementation/support scope.

The exclusions shall be read together with the approved Scope of Work and BoQ. Any additional requirement shall be handled through the Change Request mechanism.

36. Bill of Quantities (BOQ)

The BOQ below is structured for competitive bidding. Quantities shall be finalized by the Department. Bidders shall quote all-inclusive unit and total prices excluding GST unless otherwise stated.

Sl. No.	Milestone	BOQ Items Covered	Unit	Qty	Bidder Rate (Rs.)	Amount (Rs.)
1	Submission of Inception Report	Project initiation, Inception Report and project management	Lump Sum	1		
2	Submission of SRS	AS-IS/To-Be, SRS/FRS, solution architecture, data model and detailed design	Lump Sum	1		
3	Data Acquisition Submission	Data inventory, collection/compilation, digitization and data preparation	Lump Sum	1		
4	Data Processing & Submission of Base Map & 3D Mesh (LoD-1)	Field verification/GPS survey, GIS database, spatial schema, metadata, data integration, base map, thematic GIS layers and 3D mesh/LoD-1	Acre	**663.11 acres**		
5	Deployment of GIS Platform	Industrial Land Bank & Digital Plot Profile, land suitability, indicative valuation, Enterprise Web GIS/workflows, Investor Portal, Mobile/Field GIS, dashboards, analytics, API integration/OGC services, security, performance, backup/restore and testing	Lump Sum	1		
6	GO-Live of System	Training, manuals, knowledge transfer and Go-Live activities	Lump Sum	1		
7	Handover	Final handover of the implemented GIS Platform, documentation and knowledge transfer	Lump Sum	1		
Total – Implementation Phase						

Sl. No.	Milestone	BOQ Items Covered	Unit	Qty	Bidder Rate (Rs.)	Amount (Rs.)
8	Application Technical Support for 5 Years	Five-year application technical support / AMC	Year	5		
Total – Maintenance Phase						
TOTAL EXCLUDING GST						
GST						
TOTAL INCLUDING GST						

37. Commercial Conditions & Payment Terms

Payment shall be released against the achievement and acceptance of the defined project milestones and deliverables. The applicable payment percentage shall be as specified in the milestone schedule. Payment shall be released within 15 days from receipt of milestone acceptance and the corresponding invoice, subject to compliance with the RFP terms and conditions.

I. Implementation Phase

Milestone	Payment %	Payment Criteria
M1 – Inception & Approved Project Plan/SRS	10%	Approval of Inception Report and project baseline
M2 – Data Acquisition / Data Assessment	15%	Accepted data inventory, acquisition/compilation report and approved data readiness
M3 – GIS Data / Base Map / LoD-1 Outputs	20%	Accepted base map, approved thematic layers and applicable 3D/LoD-1 outputs
M4 – Industrial Land Bank & Core GIS Platform	20%	Core platform deployed in test/UAT environment and milestone acceptance
M5 – Integration, Dashboards, Investor Portal & UAT	15%	Integration and UAT readiness/acceptance
M6 – Go-Live	10%	Production deployment and Go-Live certificate
M7 – Handover	10%	Complete documentation, knowledge transfer, source/configuration/data handover and final acceptance
Total	**100%**	

II. Support / AMC Payment

- Application technical support shall be paid Quarterly Advance.
- GST and applicable statutory taxes shall be paid additionally at the prevailing applicable rate, subject to tax invoices and statutory compliance.

Sd/-
Director of Commerce and Industries

38. Annexures

Annexure	Title
1	Bid Submission Covering Letter
2	Bidder Information & Eligibility / PQ Compliance
3	Financial Capacity & Turnover
4	Similar Project & Government / Terrain Experience
5	Declarations & Undertakings
6	Technical Proposal Compliance Matrix
7	Functional Requirement Compliance Matrix
8	Approach, Methodology & Implementation Plan
9	Solution Architecture, Technology, Infrastructure & Data Model
10	Project Organization, Manpower & RACI
11	Risk, QA/QC, Testing, UAT, Training & Support
12	Security, Backup, DR & SLA Compliance
13	Technical Demonstration / Prototype
14	Financial Proposal, BoQ & Milestone Payment Schedule
15	Post-Award Forms – Acceptance, Change Request & Data Ownership

Annexure 1 – Bid Submission Covering Letter
[On Bidder's Letterhead]

To,
The Director,
Department of Commerce & Industries
Plot No. LD/015, Lower Nongrim Hills,
Shillong, East Khasi Hills, Meghalaya - 793003

Subject: Submission of Bid for "Integrated Geospatial Platform for Industrial Land Governance"

Dear Sir/Madam,

We, **[Name of Bidder]**, hereby submit our Bid in response to the RFP for the above-mentioned project.

We confirm that:

1. We have examined and understood the RFP and its terms and conditions.
2. We agree to comply with the requirements specified in the RFP.
3. The information and documents submitted with the Bid are true and complete.
4. Our Bid shall remain valid for the period specified in the RFP.
5. We undertake to provide the proposed services in accordance with the requirements of the RFP.

For and on behalf of the Bidder

Particular	Details
Name of Bidder	
Authorized Signatory	
Designation	
Address	
Email / Telephone	
Date	
Place	
Seal	

Annexure 2 – Bidder Information & Eligibility/PQ Compliance

A. Bidder Information

Particular	Bidder's Details
Legal Name	
Legal Status	
Year of Incorporation / Registration	
Registered Address	
PAN	
GSTIN	
Contact Person	
Designation	
Email	
Telephone	
Relevant GIS/Geospatial Experience	
Number of Employees	

B. PQ Compliance

PQ No.	Criterion	Minimum Requirement	Compliance (Yes/No)	Document Reference
PQ1	Legal & Statutory Eligibility	As specified in RFP		
PQ2	Relevant Business Experience	Minimum prescribed experience		
PQ3	Financial Capacity	Minimum prescribed turnover		
PQ4	Similar Project Experience	Minimum prescribed project experience		
PQ5	Government / Relevant Terrain Experience	As specified in RFP		

Authorized Signatory:
Name:
Designation:
Date:
Seal:

Bidder's Declaration:
We confirm that the above information is correct and supported by the documents submitted with the Bid.

Annexure 3 – Financial Capacity & Turnover

The Bidder shall provide turnover details for the financial years prescribed in the RFP.

Financial Year	**Annual Turnover (Rs Crore)**	**Supporting Document**
FY 2023–24		
FY 2024–25		
FY 2025–26		
Average Annual Turnover		

Supporting Evidence: Audited Financial Statements / CA Certificate, as applicable.

Authorized Signatory:
Name:
Designation:
Date:
Seal:

Annexure 4 – Similar Project & Government / Terrain Experience

A. Similar Project Experience

Sl. No.	Client	Project Name	Scope / Key Components	Project Value (Rs)	Start Date	Completion Date	Status	Evidence

B. Government / PSU / ULB Experience

Sl. No.	Client	Project Name	Scope	Project Value (Rs)	Status	Work Order / Completion Certificate

C. Hill / Difficult Terrain Experience

Sl. No.	Client	Project Name	Location / Terrain	Scope	Project Value (Rs)	Evidence

Note: For each experience, bidder has to attach the supporting work orders / agreements / LoIs / completion certificates.

Authorized Signatory:
Name / Designation / Date / Seal

Annexure 5 – Declarations & Undertakings (All declarations should be on letter head of bidder)

A. Non-Blacklisting Undertaking

We hereby certify that [Name of Bidder] has not been blacklisted, debarred or declared ineligible by any Central/State Government Department, PSU, ULB or competent authority as on the Bid Submission Date, except as specifically disclosed in the Bid. The bidder is not undergoing any litigation cases at the time of submission of this bid. In case any such pending litigations/cases are found by the department, [Name of Bidder] shall be disqualified. We undertake to disclose any such cases arising during the procurement or project period.

Authorized Signatory:
Name / Designation / Date / Seal

B. Conflict of Interest Declaration

We declare that there is no conflict of interest affecting our participation in this RFP. We undertake to disclose any such conflict arising during the procurement or project period.

Authorized Signatory:
Name / Designation / Date / Seal

C. RFP Acceptance

We confirm that we have examined and understood the RFP and agree to comply with its terms and conditions.

Authorized Signatory:
Name / Designation / Date / Seal

D. Authenticity of Information

We certify that all information and documents submitted with the Bid are true, complete and authentic.

Authorized Signatory:
Name / Designation / Date / Seal

E. Confidentiality & Data Security

We undertake to maintain confidentiality and protect all Department data and information accessed during the project in accordance with the RFP and applicable requirements.

Authorized Signatory:
Name / Designation / Date / Seal

Annexure 6 – Technical Proposal Compliance Matrix

RFP Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Response	Proposal Page Reference	Remarks / Deviation

Authorized Signatory:
Name / Designation / Date / Seal

Instruction:

The Bidder shall provide clause-wise compliance against the requirements of the RFP. Any deviation or assumption shall be clearly identified.

Annexure 7 – Functional Requirement Compliance Matrix

Sl. No.	Functional Module / Requirement	Compliance (Yes/No/Partial)	Proposed Solution / Response	Reference
1	Web GIS			
2	Industrial Land Bank			
3	Digital Plot Profile			
4	Land Suitability			
5	Indicative Land Valuation			
6	Investor Portal			
7	Mobile / Field GIS			
8	Dashboards & Analytics			
9	Workflow & Approvals			
10	Integration / APIs			
11	Security & Access Control			
12	Reporting / MIS			

Authorized Signatory:
Name / Designation / Date / Seal

Instruction:

The Bidder shall provide compliance and a brief description of the proposed functionality for each applicable requirement.

Annexure 8 – Approach, Methodology & Implementation Plan
A. Approach & Methodology

The Bidder shall provide its proposed methodology covering:

1. Project initiation and stakeholder consultation.
2. Software Requirements Specification (SRS).
3. Data collection and assessment.
4. Data model and GIS database.
5. Field verification.
6. GIS data creation and QA/QC.
7. Platform development.
8. Integration and interoperability.
9. Testing and UAT.
10. Training and Go-Live.
11. Post-Go-Live technical support.

B. Implementation Schedule

Phase	Key Activities	Deliverables	Proposed Timeline
1	Project Initiation	Inception Report	
2	SRS	Approved SRS	
3	Data Collection & Assessment	Data Assessment Report	
4	Data Processing / Base Map / 3D Mesh	GIS Data / Base Map	
5	Platform Development	Configured Platform	
6	Integration & Testing	Integration / Test Reports	
7	UAT / Go-Live	UAT / Go-Live	
8	Handover	Handover Package	

Authorized Signatory:
Name / Designation / Date / Seal

Instruction:

The Bidder shall demonstrate how the activities will be completed within the prescribed implementation period, including parallel work streams and Department dependencies.

Annexure 9 – Solution Architecture, Technology, Infrastructure & Data Model

A. Solution Architecture

The Bidder shall submit:

- Overall solution architecture.
- Application architecture.
- GIS architecture.
- Database architecture.
- Integration architecture.
- High Availability DC-DR architecture.

B. Technology Stack

Component	Proposed Technology	Version	Open Source / Commercial	Remarks
GIS Platform				
Spatial Database				
Web Application				
Mobile Application				
API / Integration				
Authentication				
Reporting / Dashboard				

C. Hardware / Software Requirement & Sizing

Component	Recommended Configuration	Qty.	Purpose
Application Server			
GIS Server			
Database Server			
Storage			
Backup Storage			
Security Component			
Other Required Components			

Authorized Signatory:
Name / Designation / Date / Seal

The Bidder shall propose the required hardware infrastructure, software, security components, storage, sizing and configuration for hosting the GIS Platform. Hosting infrastructure shall be provided by the Department as specified in the RFP.

D. Data Model / GIS Standards

The Bidder shall provide details of:

- Spatial data model and schema.
- CRS and spatial standards.
- Metadata.
- Data formats.
- Data quality controls.
- Interoperability and OGC standards.

Annexure 10 – Project Organization, Manpower & RACI

A. Proposed Project Team

Sl. No.	Position	Name	Qualification	Relevant Experience	Proposed Role
1	Project Manager				
2	Solution / GIS Architect				
3	GIS / Data Lead				
4	Survey / Field Lead				
5	Application / Integration Lead				
6	Database Engineer				
7	QA Lead				
8	Other Resources				

B. RACI Matrix

Activity	Department	PM / Bidder	GIS/Data	Survey	Application	QA
Requirements	A	R	C	C	C	C
Data Collection	A	R	R	R	C	C
Field Verification	A	R	C	R	C	R
Data Model	A	R	R	C	C	C
Platform Development	A	R	C	C	R	C
Integration	A	R	C	C	R	R
Testing / UAT	A/R	R	C	C	R	R
Go-Live	A	R	C	C	R	R
Handover	A	R	R	C	R	R

Annexure 11 – Risk, QA/QC, Testing, UAT, Training & Support

A. Risk Register

Risk	Impact	Mitigation / Responsibility
Data availability		
Field access / weather		
API availability		
Data quality		
Technology dependency		
Change requirements		
Third-party dependency		

B. QA/QC Plan

Deliverable	QA Check	Acceptance / Evidence
Field Data	Coordinates, photographs, forms	QA Report
GIS Layers	Geometry, topology, CRS	GIS QA Report
Attributes	Completeness and linkage	Attribute QA Report
Database	Integrity and performance	DB Test Report
Application	Functional / UAT	UAT Report
Backup	Backup / Restore	Restore Evidence

C. Testing & UAT

The Bidder shall provide:

- Test strategy.
- Functional testing.
- Integration testing.
- Performance testing.
- Security testing.
- Backup/recovery testing.
- UAT support and defect resolution.

D. Training & Knowledge Transfer

The Bidder shall provide:

- User training.
- Administrator training.
- User manuals.
- Knowledge-transfer sessions.
- Go-Live support.

E. Technical Support

The Bidder shall describe its proposed five-year application technical support model, including support channels, escalation mechanism and defect management.

Annexure 12 – Security, Backup, Dr & Sla Compliance

A. Security Compliance

Requirement	Compliance	Bidder Response
Authentication & Authorization		
Role-Based Access Control		
Secure Application Development		
Data Protection		
Audit Logging		
Security Testing		
Security Patch Management		

B. Backup & DR

Requirement	Proposed Approach
Backup Frequency	
Backup Retention	
Restore Procedure	
DC-DR Architecture	
Replication	
Recovery Procedure	

C. SLA Response

Metric	Proposed Requirement / Response
Platform Availability	
P1 – Critical	
P2 – High	
P3 – Medium	
P4 – Low	
Backup Monitoring	
Security Patch Management	
Support Reporting	

The detailed SLA parameters, performance targets and response timelines shall be finalized and mutually agreed during the SRS phase.

Annexure 13 – Technical Demonstration / Prototype

The Bidder may be required to demonstrate representative functionality of the proposed solution.

Sl. No.	Demonstration Area	Key Functions
1	Web GIS	Map navigation, layers, search and identification
2	Industrial Land Bank	Available / vacant plot identification
3	Digital Plot Profile	Plot details, attributes, documents and photographs
4	Land Suitability	Search, filtering and comparison
5	Dashboard	Key indicators and land analytics
6	Investor Portal	Land discovery and investor journey
7	Mobile / Field GIS	Field data capture / verification
8	Integration	Representative API / service integration

The Department may specify the demonstration use cases and schedule separately. The demonstration shall be evaluated as part of the Technical Evaluation.

Annexure 14 – Financial Proposal, BOQ & Milestone Payment Schedule

A. Financial Proposal

Component	Amount Excluding GST (Rs.)	GST (Rs.)	Total Including GST (Rs.)
Implementation Phase			
Five-Year Application Technical Support			
Optional Items / CR Rate Card			
Grand Total			

Authorized Signatory:
Name / Designation / Date / Seal

Annexure 15 – Post-Award / Contract Management Forms

A. Milestone Acceptance Certificate

Project: Integrated Geospatial Platform
Milestone: _____
Implementation Agency: _____

This is to certify that the milestone/deliverable submitted by the Implementation Agency has been reviewed against the approved RFP/SRS/FRS and applicable acceptance criteria.

Item	Status
Functional Compliance	Accepted / Accepted with Observations / Rejected
Data Quality	Accepted / Accepted with Observations / Rejected
QA/QC Evidence	Accepted / Accepted with Observations / Rejected
Documentation	Accepted / Accepted with Observations / Rejected
Open Defects	None / Listed in Punch List
Acceptance Date	
Authorized Department Representative	

B. Change Request Form

Field	Details
CR Number	
Date	
Requested By	
Requirement / Change	
Business Justification	
Impact on Scope	
Impact on Schedule	
Impact on Cost	
Dependencies / Risks	
Bidder Recommendation	
Department Decision	Approved / Rejected / Deferred
Approval Authority	

C. Data Ownership, Confidentiality & Security Undertaking

The Implementation Agency shall acknowledge that all Department data, GIS data, land records, spatial datasets, documents and information provided or generated under the project shall remain the property of the Department. The Implementation Agency shall maintain confidentiality, protect the data from unauthorized access or disclosure and use the data only for the purposes of the project. Data shall not be shared with any third party except as authorized by the Department and as permitted under the RFP/Contract.

Authorized Signatory:
Name:
Designation:
Date:
Seal: