



**NATIONAL PRODUCTIVITY COUNCIL  
DR AMBEDKAR INSTITUTE OF PRODUCTIVITY  
CHENNAI**

**Advertisement No: NPC/AIP/ESI/1/2025-26**

**Date: 09/06/2025**

**Advertisement for Associating in Preparation of Environmental Sensitive Index and Land use  
Land cover map surrounding Port area located in Chennai as per Appendix E3 NOSDCP 2015  
Guidelines**

**1. INTRODUCTION**

National Productivity Council (NPC) is national level organization to promote productivity culture in India. Established by the Ministry of Industry, Government of India in 1958, it is an autonomous, multipartite, non-profit organization with equal representation from employers' & workers' organizations and Government, apart from technical & professional institutions and other interests. NPC is a constituent of the Tokyo-based Asian Productivity Organization (APO), an Inter-Governmental Body, of which the Government of India is one of the founder members.

NPC teams up with its clients to work out solutions towards accelerating productivity, enhancing competitiveness, increasing profits, augmenting safety, and reliability, and ensuring better quality. It provides a reliable database for decision-making, improved systems and procedures, work culture as well as customer satisfaction both internal & external. These solutions can be all-encompassing or specific depending on the nature of the problem. Promotional and catalytic in nature, NPC's services have bearings on economic growth and quality of life. The Council promotes a comprehensive view of productivity focused on improving triple bottom line – economic, environmental, and social and adds value for all the stake holders through generation & application of advanced knowledge for inclusive Growth.

For further details, please visit our web site: [www.npcindia.gov.in](http://www.npcindia.gov.in)

**SECTION-1 Invitation of Techno-Commercial Proposals**

1. NPC invites sealed offers from the firms having experience and expertise in preparing Environmental sensitive index and Land use and land cover map surrounding Port area located in Chennai as per Appendix E3 NOSDCP 2015.
2. Agency/Vendors are advised to study the document carefully. Online Submission shall be deemed to have been done after careful study and examination of the bid document with full understanding of its implications.
3. Not more than one Request for Quotation (RFQ) shall be submitted by one bidder or bidders having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more

partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

4. Agency/vendors that have downloaded the tender from the NPC website [www.npcindia.gov.in](http://www.npcindia.gov.in) shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected, and tenderer is liable to be banned from doing business with NPC.
5. Bids will be opened as per date/time as mentioned in this document. After online opening of Technical-Bid the results of their qualification as well Price-Bid opening will be intimated.
6. Bidder should have office located in the Southern part of India.
7. Schedule for Invitation to Bid

**a. Important Dates:**

The following table provides information regarding the important dates of the Bid process:

**CRITICAL DATE SHEET**

<b>Published Date</b>	<b>09<sup>th</sup> June 2025</b>
<b>Submission Start Date &amp; Time</b>	<b>10<sup>th</sup> June 2025 from 11:00 Hrs.</b>
<b>Submission End Date &amp; Time</b>	<b>20<sup>th</sup> June 2025 up to 11:00 Hrs.</b>
<b>Technical Bid Opening Date &amp; Time</b>	<b>20<sup>th</sup> June 2025, 15:00 Hrs.</b>
<b>Financial Bid Opening Date &amp; Time</b>	<b>23<sup>rd</sup> June 2025 , 13:00 Hrs.</b>

**b. Name of the Contact Person for any clarification:**

**Shri.G.Sarvanan**

**Director & Head**

**National Productivity Council,**

**6, aavin dairy road, Ambattur IE North, Ambattur,**

**Chennai-600050**

**Email: [g.saravanan@npcindia.gov.in](mailto:g.saravanan@npcindia.gov.in)**

**[chennai@npcindia.gov.in](mailto:chennai@npcindia.gov.in)**

**8. Proposal Submission Process**

- i. Agency/vendor needs to submit the technical detail and financial quotation for above mentioned work as separate attachments through email. (Separate attachments in PDF format).
- ii. Technical Bid Contains signed & scanned copy of
  - a. advertisement inviting proposal
  - b. filled in Annexure-I
  - c. supporting documents with respect to similar services provided etc.
- iii. The Financial quotations contain only the Annexure-II. Rate should be quoted per unit basis.
- iv. **Please note that Agency/vendor need to submit the financial quotation (in PDF file format) with password protection separately.**

- v. **Both the documents should be submitted via mail to [g.saravanan@npcindia.gov.in](mailto:g.saravanan@npcindia.gov.in) on or before the specified date and time (no quotation/offer will be entertained after the stipulated date and time). No clarification would be sought by NPC after receipt of tenders. All agencies must ensure that their bid is complete in all respects and conforms to tender terms and conditions. Mail Subject may be filled with Advertisement Number (Advt. No: NPC/AIP/ESI/1/2025-26 Date: 09<sup>th</sup> June 2025)**
- vi. **After Bid Submission end date and time on successful qualifying the technical evaluation process, NPC will request (vide email) to share the password of financial bid for evaluation.**The password to be share through return email only.
- vii. No email to share the financial bid password will be sent from NPC if the vendor does not meet the technical criteria(s).

9. Important Instructions

- i. **The financial quote to be as per the annexure-II and should clearly mention the professional fees.**
- ii. **The quoted rate should be valid for one year as per annexure-II. No claim for compensation or loss due to fluctuations in prices or any other reasons/ causes will be entertained during the period of contract.**
- iii. **Travel (TO/FRO) & Boarding & Lodging charges for one person from Agency office to Chennai (2 visits) will be in the scope of NPC.**
- iv. The requisite satellite images for a 15 Km radius will be purchased by NPC, however the necessary support for purchasing the data to be provided by the agency.
- v. The follow-up of stakeholder consultation will be done by NPC.
- vi. Even though proposal may satisfy the above requirements, the same may be disqualified for the following reasons:
  - If misleading or false representation of facts are made or deliberately suppressed in the information provided in the forms, statements, and enclosures of this document.
  - If they have a record of poor performance such as abandoning work, not properly completing the contract or financial failures/weaknesses.
  - If confidential inquiry reveals facts contrary to the information provided by the agency/vendor or unsatisfactory performance in any of their previous engagement.
- vii. All agencies must follow the project monitoring and quality review guidelines as decided by NPC on case-to-case basis.
- viii. Any agency can be debarred if the performance during the execution of project or compliance to the guidelines is found to be unsatisfactory.
- ix. **National Productivity Council reserves the right to accept or reject any or all the quotations either fully or partly at any stage without assigning any reason. Further, NPC reserve the right to terminate the contract at any time during the contract period due to unsatisfactory performance of agency.**
- x. All the information collected during the process of study is strictly confidential and no part of

the work to be reported anywhere.

## **Section-2 Scope of work- Support to be provided to NPC**

RD Chennai intends to prepare Oil Spill Contingency Plan for a Port facility in order to obtain approval from Indian Coast Guard (ICG). As part of this, the following services are to be provided by the agency.

The Agency's scope is as follows:

- A. Identify and map environmentally sensitive areas likely to be affected by oil spills upto 15 km towards north and 15km towards south of the Port in Chennai.
  - B. Develop a comprehensive LULC classification for the port facility and its surrounding areas.
  - C. Integrate ESI and LULC mapping into an effective Oil Spill Management Plan (OSMP).
2. Mandatory Qualification criteria: Agency/vendor should have experience of mapping ESI and preparing LULC maps or oil spill contingency/management plan and the list & supporting documents to be provided with the technical details.

### **3. Selection criteria:**

NPC would assess the technical details first. Agencies submitting documentary proof meeting the mandatory conditions will qualify Technical Evaluation

Least Cost Selection / L1: Bidders offering services at least cost among the technically responsive bidders will be selected.

### **4. Duration:**

Field study with report submission to be completed within one month from issue of LoI / work order.

### **5. Payment & Other Terms:**

20 % payment on accepting the work order; 80% on submission of final report to NPC.

.....END.....

## **ANNEXURE-I**

### **Format of Application for submission of technical Proposal**

1.	Name of the Company	
2.	Type of Organization	
3.	Year of Establishment	
4.	Address of Corporate Office, Telephone/Tele fax Numbers, corporate email-ID and website URL name of the Applicant	
5.	Authorized Representatives/contact persons: Name Address Email ID Mobile number	
6.	GSTNo. (attach supporting documents)	
7.	Company or Firm PAN Number (attach supporting documents)	
8.	Details of Applicant's Account 1. Bank Name & Branch 2. Account Name 3. Account Number 4. IFSC  (attach supporting documents)	
9.	Turnover for last three years (attach Supporting Documents)	
10.	Nature of present or previous association with NPC (if any) for providing similar or any other nature of service  (attach supporting documents)	
11.	List the work executed/any empanelment of Similar Nature wrt ESI maps  (Provide Supporting Documents)	
12.	Reference Name and contact details Persons in Client organizations for verification of credentials of the applying agency.	

13.	<p>Details of Skilled Manpower for conducting the field Study:</p> <p>(Curriculum Vita of the team members to be attached)</p>	
14.	<p>Have you been blacklisted /debarred by any of the Government Undertakings/ Companies /Organizations, and if so, name of the Company as well as period of debarring and reasons thereof</p>	

(Authorized Signature & Seal)

## **ANNEXURE-II**

### **A. Format of Application for submission of Financial Proposal-ESI**

<b>Sr. No.</b>	<b>Component</b>	<b>COST SCHEDULE FOR THE MENTIONED SCOPE OF WORK (Scope 2)</b>
	<b>GST</b>	
	Total including GST	

*Send password protected financial bid file (Annexure-II) separately to [g.saravanan@npcindia.gov.in](mailto:g.saravanan@npcindia.gov.in)*

(Authorized Signature & Seal)