

OIL INDIA LIMITED  
(A Government of India Enterprise)  
P.O. Duliajan-786602, Assam, India  
E-mail: [material@oilindia.in](mailto:material@oilindia.in)

[Ref: EOI/GIS BASED LAND RECORD/2020](#)

[Date : 06.10.2020](#)

### **EXPRESSION OF INTEREST**

Oil India Limited (OIL) invites **Expression of Interest (EOI)** for **'Empanelment of Solution/Service Providers for creation & supply of GIS Based Land Records Management System towards digitization of land records and for operating the system'** from Indigenous reputed firms. Interested Parties having relevant experience and expertise (**details are available at OIL's website-[www.oil-india.com](http://www.oil-india.com)**) are invited to submit their EOI, complete with all documents within **05.11.2020 (13:00 HRS)** through courier/post super-scribing **"Expression of Interest for Empanelment of Solution/Service Providers for creation & supply of GIS Based Land Records Management System towards digitization of land records and for operating the system"** at the address mentioned in the EOI. All corrigenda, addenda, amendments, time extension etc., if any to above EOI will be hosted on the website only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website to keep themselves updated.

## **INVITING EXPRESSION OF INTEREST (EOI)**

### **SUBJECT –**

**Invitation of Expression of Interest (EOI) for EMPANELMENT OF SOLUTION / SERVICE PROVIDERS for creation & supply of GIS Based Land Records Management System towards digitization of land records and for operating the system.**

### **1.0 Introduction –**

**Oil India Limited (OIL)**, a ‘Navaratna’ category premier Oil Company of Govt. of India, having PAN India and overseas presence, is engaged in Exploration, Production and Transportation of Hydrocarbons with its Headquarters at Duliajan, Assam. In North-East part of the Country, its activities are primarily concentrated in the States of Assam & Arunachal Pradesh.

In connection with its operations, OIL needs to acquire land for its various drilling locations, projects, pipe-tracks and associated facilities, which is a continuous process and being carried out since its inception.

OIL invites **Expression of Interest (EOI)** from interested & reputed domestic Solution and Service Providers having relevant experience & expertise in developing a GIS Based Land Records Management System for effective GIS Mapping & digital documentation of records of land so acquired and for initial operation (data entry) of the system.

**Note :** Solution / Service Providers having their own in-house services are qualified to participate. Any submission through agents or sub-contractors or intermediates will not be acceptable.

### **2.0 Brief Description and Service Required –**

OIL acquires land for its various drilling locations, projects, pipe-tracks and associated facilities through various modes viz Bipartite Settlement, under the provisions of AL&RR, 1886, Land Acquisition Act, P&MP Act, 1962, etc. on case to case basis. Land being a permanent asset, proper identification and documentation including managing ownership of each and every plot of land so acquired is very important. With above objectives, OIL intends to acquire a GIS Based Land Records Management System for GIS Mapping and effective digital document management of land so acquired by OIL for flawless monitoring & control of the same including archiving of records for future use as well as services for operating the system (data entry) for a limited time period.

The GIS Based Land Records Management System shall have multiple data entry fields with variable single as well as multiple search options as per requirement for elaborate report generation in tabulation format as well as display in GIS mapping. Such data entry & output shall be through multipoint simultaneous full as well as part access facility. A tentative list of such data entry fields with requirement/non-requirement of search option for report generation as above is provided vide Annexure-A. The list is non-exhaustive; it is indicative only as of now.

OIL is already having a GIS based Land Record Management System of 2008 with limited documentation facilities, which however is no longer in up-to-date functioning, primarily as

same is on contemporary support operating system of that period. Apart from the digital documentation as above, like all legacy systems, land records have been also documented in physical forms.

It is therefore intended that the proposed GIS Based Land Records Management System should have the facility for data migration already in place in the existing system to the new system.

Once the GIS Based Land Records Management System is in place by the Solution Provider, services for operating the system as well as digitisation of legacy records, geo-referencing of land plots, maps, topo-sheets and other data, scanning of documents, maps, etc. by the intended Service Provider shall be in place for data entry in the system, including or excluding the involvement for data migration activity (from the old system) as above depending on the software so developed by the Solution Provider. Apart from Geo-referencing referred above from maps and other data already available with the Company, same may also include relevant data collection directly from field on case to case basis.

Based on having relevant experience and expertise and meeting other requisite criteria, Solution Provider and Service Provider may be the same party, however supply and services intended shall be under 2(two) separate agreement/contract.

### **3.0 Broad Scope of Work –**

Based on brief description and service required stipulated above, the services intended are divided in three components as under -

- i. Supply and installation of suitable software as per OIL's requirements by Solution Provider with warranty for 1(one) year from date of successful commissioning & subsequent support service for initial period of 3(three) years, and with provision of extension or subsequent Annual Maintenance Service facility.
- ii. Data entry support service by Service Provider which includes but not limited to data entry in the system, digitisation of legacy records, scanning of documents, maps, etc., Geo-referencing of land plots, various maps, topo-sheets, etc. for GIS Based mapping & data output/display, etc. The services of the Service Provider shall be for initial period of 3(three) years with provision of extension.
- iii. Supply & commissioning of hardware as necessary. Solution Provider & Service Provider both shall provide lists of such necessary hardware, procurement of the same, not necessarily though the Solution Provider and/or Service Provider, shall depend on the availability of such hardware already with OIL.

**3.1** The Scope of Work also includes training by the Solution Provider on the system, including GIS software application limited to applicability of the same for the system supplied, to OIL's personnel as well as OIL's authorised personnel of the Service Provider, as applicable.

### **4.0 Data Input & Output (in brief) –**

Data input shall be for the fields as in the list (tentative) in Annexure-A referred in para. 2.0 above as well as other inputs viz. relevant topo-sheet, village map, land map, etc. for GIS mapping.

The output shall be based on variable single as well as multiple search options and indexing as per requirements to be selected from dropdown menu(s). The same (output), as per requirement/option selected, shall be in tabulation as well as display in GIS mapping format as applicable. Additionally, reverse data search of identified land from maps.

Data entry & output shall be through multipoint simultaneous full as well as part access facility.

#### **5.0 Other technical aspects of software –**

- i. Hardware Option : On-Premise or Cloud.
- ii. Software upgrade and update of the proposed solution.
- iii. Support latest Windows Server Operating System.
- iv. Supply of all database software required for the solution.

#### **6.0 Qualification Criteria for Solution Provider and Service Provider –**

- a. Solution Provider and Service Provider shall be registered under Registrar of Firms / Companies.
- b. Solution Provider shall have min. 7(Seven) years of experience in providing GIS Based Land Records Management System solutions to be reckoned from the publication of this EOI.
- c. Service Provider shall have min. 4(Four) years of relevant experience in handling GIS Based Land Records Management System as well as carrying out field survey for geo-referencing, GIS mapping, etc., to be reckoned from the publication of this EOI.
- d. Service Provider shall depute adequate qualified and experienced personnel / manpower depending on the exigencies of work to suit the work schedule.
- e. To qualify for consideration, both Solution Providers and Service Providers are required to supply 1(one) set of the following documents -
  - i. Solution/Service Provider's organizational structure details dedicated to intended activities.
  - ii. Details of relevant verifiable experience within and outside Assam.
  - iii. Certificate of Registration.
  - iv. Undertaking certifying that the firm/company is not blacklisted by Government Department.
  - v. Permanent Account Number & GST No.
  - vi. Certified copies of turnover for last 3(three) years.

#### **7.0 General Terms & Conditions –**

- a. All expenditure incurred in preparation/submission or presentation of this EOI shall be borne by the participating firm.

- b. Participation in EOI does not guarantee any association with OIL unless notified by OIL in writing.
- c. OIL reserves the right of rejecting any offer without assigning reasons.
- d. Any offer received after due date will be rejected.
- e. There is no business guarantee/commitment from OIL to the empanelled parties.

**8.0** After review of EOI, Solution/Service Providers will be shortlisted and those shortlisted Solution/Service Providers may be invited to give presentation & discussion through Video Conferencing or at Duliajan, Assam and whenever invited, such arrangements shall be at their own expense.

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Annexure-A

FIELDS FOR DATA ENTRY (TENTATIVE)				
Sl. No.	Parameters		Search Option	
1	State		Required	Not Required
2	District		Yes	-
3	Revenue Circle		Yes	-
4	Mouza		Yes	-
5	Village	Bipartite Settlement	Yes	-
6	Mode of acquisition of land	LA Act, 1984	Yes	-
		LA Act, 2013	Yes	-
		P&MP Act, 1962	Yes	-
		ROE (B/Settlement)	Yes	-
7	Drilling Locations	Exploratory Well	Yes	-

		Development Well	Yes	-
		Other type of well	Yes	-
8	Water Disposal Well		Yes	-
9	Pipe-tracks		Yes	-
10	Installations		Yes	-
11	Additional Land		Yes	-
12	LAF-1		-	Yes
13	LAF-2		-	Yes
14	LAF-3		-	Yes
15	Surface Compensation Details		Yes	-
16	S/Compensation Proposal Details		-	Yes
17	Rehabilitation Grant Details		Yes	-
18	Land Value Details		Yes	-
19	Land Value Proposal Details		-	Yes
20	Coordinates (Lat-Long, X-Y, etc.)		Yes	-
21	Dag Nos.		-	Yes
22	Patta Nos.		-	Yes
23	Class of Land		Yes	-
24	Category of Land		Yes	-
25	Land Chart		-	Yes
26	Chitha Record		-	Yes
27	No. of Parties Involved	Pattadars	Yes	-
		Occupiers	Yes	-
28	Pattadar's Name		-	Yes
29	Occupier's Name		-	Yes
30	Tea Garden Name		Yes	-
31	Land Area of drilling locations, installations, etc. as per Map		-	Yes

32	Land Area of drilling locations, installations, etc. as per actual release		-	Yes
33	Land area & other details of pipe-track as per Map	Length	-	Yes
		Width	-	Yes
		Area	-	Yes
34	Land area & other details of pipe-track as per actual release	Length	-	Yes
		Width	-	Yes
		Area	-	Yes
35	Land Acquisition Order No.		-	Yes
36	ROE Order No.		-	Yes
37	ROU Order No.		-	Yes
38	Forest Clearance Order No.		-	Yes
39	OIL Map No./ Sketch No.		Yes	-
40	Revised Land Map		Yes	-
41	Cadastral Map		-	Yes
42	Topographical Map		-	Yes
43	Alignment Map		-	Yes
44	CAD Map		-	Yes
45	Year of Acquisition		Yes	-
46	Tribal Belt Area		Yes	-
47	Land Value Order		-	Yes
48	WBS Element No.		Yes	-
49	Land Value Payment Status		Yes	-
50	Agreement / Undertakings		-	Yes
51	Sale Deed		Yes	-
52	Release Letter		-	Yes
53	Handing Over Note		-	Yes
54	Mutation Status	Applied	Yes	-

		Completed	Yes	-
55	Allotment Details		-	Yes
56	Land Revenue/Premium Payment Details		-	Yes
57	Letter to DC for information		-	Yes
58	Orders		-	Yes
59	New Policies		-	Yes
60	Misc. Documents		-	Yes
61	Completed Projects		-	Yes
62	Project Proponent / Intending Dept.		-	Yes
63	Court Case No.		-	Yes
64	Court Case Status		-	Yes
65	Case Documents		-	Yes
66	Legal Opinion		-	Yes
67	Ownership Details	Original Pattadar	-	Yes
		Legal Heirs	-	Yes
68	Land Affected Certificate Details		-	Yes
69	Other Certificates		-	Yes
70	Case Completed		Yes	-

**Note** : Above is tentative without any specific sequence.

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**Ref: EOI/GIS BASED LAND RECORDS/2020**

Interested Parties having relevant experience and expertise as above are invited to submit their EOI complete with all documents within 05.11.2020 (13:00 HRS) through courier/post super-scribing " Expression of Interest for Empanelment of Solution/Service Providers for creation & supply of GIS Based Land Records Management System towards digitization of land records and for operating the system " at the following address:

**CGM-Materials (HOD)  
Materials Department  
OIL INDIA LIMITED  
Duliajan, Dist.-Dibrugarh  
Assam-786602**

OIL reserves the right to (a) accept or reject any/all EOIs submitted by parties; (b) cancel the process at any time without any liability and assigning any reason thereof.

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